The successful candidates will be paid two Special Needs Allowances.

Altnagelvin Hospital School & Tuition Service offers educational provision for young people who are unable to attend school due to medical, social, emotional or behavioural difficulties. Teaching is provided for young people of compulsory school age and, in exceptional circumstances, up to the age of 18. Group and individual support programmes have been established throughout the WELB area to meet the needs of young people who are unable to maintain a full-time placement in mainstream education. The programmes are managed by senior staff of Altnagelvin Hospital School & Tuition Service, who work closely with the full range of Board support services.

Job Purpose

To provide teaching and support across a range of general learning areas for students in various locations, in either a one to one or small group setting, ensuring high quality education which meets the requirements of the Northern Ireland curriculum

Responsible to

The Principal - Altnagelvin Hospital School & Tuition Service.

Objectives

- To ensure a consistent, cohesive and comprehensive approach to the education of young people, in the designated area, who are unable to attend mainstream schools.
- To secure student commitment and regular attendance at the support programmes offered.
- To support the educational, social and personal development of students.

Key Responsibility Areas

In addition to the main duties and responsibilities as specified in the Teachers’ Terms and Conditions of service the teacher will be required to fulfil key responsibilities as follows:

- Develop and implement strategies and plans for supporting students’ learning;
- Monitor and evaluate learning programmes to ensure their appropriateness and effectiveness;
- Develop self in order to enhance performance
- Liaison with parents/ carers;
- Maintain appropriate records in respect of students, in line with Service policy;

Key Tasks:

- Devise and implement high quality, individualised education support programmes to meet the identified needs of students;
- Support the social and pastoral development of students;
- Secure regular attendance/ commitment and track the educational achievement and accreditation of students;
- Maintain and regularly update effective and efficient records of students’ attendance, attainment and progress;
• Prepare students for external accreditation as appropriate;
• Work within the policies and procedural arrangements which have been established to ensure the effective operation of the service:
• Report to Senior Management and participate in meetings as required.
• Provide up to date information on student progress as and when required;
• Liaise as required with relevant school staff, other agencies and professionals to promote the inclusion of students;
• Work collaboratively with other school staff as required;
• Avail of opportunities for continuing professional development;

While it is initially envisaged that the post will include the above responsibilities, these will be reviewed annually and may be changed, after consultation, in the light of the developing needs of the Service. For further information regarding the duties of this post please contact the Principal.

Qualifications and Experience

Applicants must at the closing date for application:

• Be qualified teachers recognised by the Department of Education to teach in grant aided schools;
• Have English, Mathematics or ICT as a substantial component of their initial or post-graduate qualification or have delivered one of these subjects at Key Stage 4;
• Have experience of working with post-primary students with social, emotional or behavioural difficulties

Preference may be given to those applicants who:

• have experience of delivering Key skills/ Wider Key Skills
• have experience of delivering Learning For Life and Work
• can demonstrate experience of multi-disciplinary teamwork

Applicants must have a valid driving licence and use of a car for necessary travel. A mileage allowance will be paid for approved necessary travelling, excluding home to base and base to home.

Candidates must show clearly on their application form how they satisfy each of the essential criteria. Failure to do so may result in a candidate not being shortlisted since Selection Panels cannot make assumptions in the absence of essential information.

Knowledge, Skills, Personal Qualities

Applicants should

• Be a team player with a pro-active and flexible approach;
• Be highly motivated with ability to work on own initiative;
• Have good interpersonal skills;
• Have the ability to motivate and enthuse students;
• Possess good presentation, written and oral communication skills;
• Possess sound knowledge of SENDO and the Code of Practice

The selection panel reserves the right to enhance the shortlisting criteria in order to facilitate a manageable shortlist.
Please note the onus is on candidates to provide sufficient detailed information on their application forms in order to demonstrate how they meet each of the criteria. Failure to do so may result in a candidate not being shortlisted since Selection Panels cannot make assumptions in the absence of essential information.

NB: The successful applicant must be registered with the General Teaching Council for Northern Ireland upon taking up employment

Canvassing and Referees

Canvassing directly or indirectly will entail disqualification. Referees asked for on the application form should not include any Senior Manager of the Service nor any officer or member of the Western Education and Library Board.

Posts involving work in educational institutions are subject to the provisions of the Protection of Children and Vulnerable Adults (NI) Order 2003

JUNE 2009