

Rotherham Opportunities College is an independent specialist college for young people with learning difficulties and autism. The college offers students a wide variety of programmes that are tailored to meet individual needs. We are looking to employ a teaching assistant to join the team.

JOB DESCRIPTION

Post Title: **Roma speaking Teaching Assistant**

Working hours 8.30-4.30pm in college – (Monday & Tuesday)
8:30 – 3:15pm in college – (Wednesday, Thursday & Friday)
34.25 hours per week **Term Time Only**

Grade: Band C (Spinal Point 4 - £21,189 Full time equivalent)

The post will involve working across the two college sites as well as accompanying students on trips in the community and work experience placements.

Duties and Responsibilities:

- Support students to learn, develop and grow through responding appropriately to their needs and ensuring their safety whilst accessing learning.
- Encourage students' interaction and communication throughout the college day including taught sessions.
- Attend to students' personal care needs and administer medication as required.
- Prepare the learning environment, as directed, for student lessons.
- Support the Teacher in managing student behaviour, reporting difficulties as appropriate
- Be aware of student targets and progress and play an active role in assessing these.
- Prepare, maintain and use equipment/ resources required to meet lesson plans / relevant learning activities and assist students in their use, as directed.
- Assist with the supervision of students out of lesson times including before and after college and at lunchtimes
- Be aware of and comply with policies and procedures relating to safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person in accordance with policy
- Contribute to the overall ethos / aims of the college and attend all necessary training.
- Enhanced DBS is required, this will be arranged by the college.

The college is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment.

The successful candidate will:

- Be able to communicate in both Romanian and English
- An understanding of SEND and the education system.
- The ability to communicate in a variety of formats clearly and effectively, targeted appropriately to different audiences
- The ability to use their initiative and work under pressure
- A commitment to safeguarding and promoting the welfare of children, young people and/or vulnerable adults.