



Job Description

Job Title	Communications Support Worker - ALS (SEND)
Department	SEND & ALS
Reports to	Learning Support Manager (SEND)
Contract	Casual Contract, Hourly paid
Location	All sites

Our Vision & Values

“To develop the skills, confidence, and qualifications for local people to lead rich lives and build great careers. “

College Values

- A** **Ambitious** – We are highly ambitious for our students and staff with a relentless drive for excellence in everything we do.
- S** **Successful** – We build resilience and determination to achieve great results, celebrating individual and collective success.
- P** **Professional** – We foster high levels of professional standards, with an emphasis on integrity and accountability.
- I** **Innovative** – We strive to be at the forefront of innovation for education, skills and employment.
- R** **Respectful** – We celebrate our inclusive and diverse culture, valuing our students, staff and stakeholders.
- E** **Engaging** – We are committed to developing partnerships, listening to students, staff and employers to inform our decision making.

Equality of Opportunity

The college has a strong commitment to working towards the implementation of equality of opportunity in both service delivery and employment. The College's mission and strategic objectives directly support this aim. All employees are required to actively support the development, dissemination and implementation of this aim and related policies and programmes.

Safeguarding of Children and Vulnerable Adults

The College is committed to safeguarding and promotes the welfare of all learners and expects its staff to share this commitment. In addition, they will also state that the College is committed to safeguarding and promotes the welfare of all learners and expects its staff to share this commitment. All posts in the College are subject to an Enhanced DBS check and barred person’s list check.



Job Purpose

We have an established provision for deaf/hard of hearing & visually impaired learners. To work as part of the Sensory Support Team in providing access to the College curriculum for Deaf learners.

Key Duties and Responsibilities

1. To support deaf learners by using BSL; SSE; Lip-speaking; Voice-over or note taking.
2. To provide in class language clarification.
3. To support in various situations: Inductions, interviews, classrooms, examinations, Student Union meetings, etc.
4. To assist the Access and Inclusion Coordinator in carrying out monitoring and quality assurance activities.
5. To work as part of a team and liaise with relevant curriculum teams and other professionals.
6. To take part in any College training as required.
7. To fulfil administrative duties appropriate to the task.
8. To take part in training deaf learners to use support.
9. To promote deaf awareness within the College.
10. Any other duties appropriate to the post.

Person Specification:

The criteria shown below are essential to the requirements of the post. The selection panel will be looking for evidence of these criteria in your application, technical assessments used and the interview. You should use the further information section of the application form to address the criteria shown below



Qualifications

- Communication Support Worker qualification or equivalent
- To have a minimum of CACDP/Signature British Sign Language Level 2 or Level 3
- GCSE English (A-C) or equivalent

Experience

- Working as a communicator in education

Knowledge/Skills

- The Education of Deaf people
- Deaf Culture
- Use both SSE and BSL and to adapt methods according to the needs of the learners.
- Take clear notes.
- Speak clearly for lip-reading.
- Voice over
- To provide in-class language clarification

Other Abilities

- Understanding and commitment to the promotion of Equal Opportunities
- Work with minimum supervision
- Relate to both learners and staff.

Please note: Prior to confirming an appointment to the college, individuals are asked to complete a medical questionnaire in order that the College's Medical Health Contractor can ascertain their medical fitness for the post.

The above list of responsibilities is not exhaustive, and the jobholder may be required to undertake other duties commensurate with the level of the role, as reasonably requested by their line manager.

This job description accurately reflects the duties and responsibilities of the role at the time the job description was written. These duties and responsibilities may change over time without significantly impacting on the character of the role, the overall level of responsibility, or its grade.

Depending on strategic or operational needs, the jobholder may in the future be required to work for another existing or new organisational unit and/or at different sites within Newham College. This may be on a temporary or indefinite basis and may involve a change in line management and / or regularly working at more than one site.