

SEN Teaching Assistant Job Description

Duties and Responsibilities:

- Organize outside-the-classroom learning activities, which include sports and/or school outings
- Work closely with both parents of children so as to achieve progress
- Develop conventional teaching methods so as to meet individual needs of each child
- Prepare lessons and resources with which to teach each child as frequently as is required
- Carry out administrative duties in the nature of keeping and maintaining records of each child's progress
- Work with fellow SEN teaching assistants to identify specific needs of each child
- Make use of some 'eye-catching' instruments like computers to arouse interest in learning by children
- Work hand-in-hand with the classroom teachers to ensure that activities that are being put in place for children are related to national curriculum
- Work closely with other professionals like educational psychologists or physiotherapists
- Teach and mentor students, both collectively and individually
- Look after children's social and emotional needs
- Attend occasional review meetings so as to plan and have a broader view of better ways to be more effective when dealing with children
- Communicate with students to determine their needs and ensure they are equally met
- Observe children to find out changes in behavior or in other areas and report such observations to the classroom teacher
- Help children in personal care, such as hygiene and clothing.

SEN Teaching Assistant Requirements – Skills, Knowledge, and Abilities

- A SEN teaching assistant should be able to manage the different behaviors that each child exhibits at every given time
- He/she should have interest in children's education
- He/she must possess good and effective communication skills so as to be able to determine the needs of each child and help him/her when necessary. The need to be attentive to and be patient with children at all times is also important
- Good verbal and numerical skills are also important
- Excellent interpersonal skills to be able to freely relate with people from diverse background
- The ability to be sensitive to the needs of children and to be firm when necessary
- Ability to work effectively as part of a team
- A Bachelor of Education degree
- 1-3 years cognitive experience
- Qualified Teacher Status.