

Secondary Learning Support Assistant

The Swiss International Scientific School in Dubai is a leading day and boarding school where future generations are inspired to become confident and enthusiastic life-long learners, ready to embrace the opportunities of a global world. Our school follows the full continuum International Baccalaureate (IB) programme in English with additional languages or in two bilingual English-French and English- German streams. SISD is an IB Continuum World School authorised to offer and teach the IB Primary Years Programme (PYP), IB Middle Years Programme (MYP) and IB Diploma Programme (DP). Our unique curriculum offers an engaging learning experience, the challenge of developing a real understanding of cultural diversity and the support of a thriving international community. Our large eco-friendly campus ensures that we can offer a wide range of sporting facilities that make the most of our location adjacent to Dubai Creek.

Job title	Secondary Learning Support Assistant	Department	Inclusion
Start date	Immediate	Location	Dubai, UAE
Reports to	Head of Inclusion	Position(s) supervised	N/A
Job Scope	The role of the Secondary Learning Support Assistant is to assist the Inclusion team as per the assigned tasks and to support individual students.		
Main Duties and Responsibilities	<ul style="list-style-type: none"> • Assist Inclusion teachers in supporting the needs of individual students. This will include shadowing students to support them inside the classroom • Assist Inclusion teachers in report writing including student progress reports • Assist in the development and implementation of educational and/or behavioral interventions for individual students • Help with the observation and assessment of prospective students to the inclusion programme • Liaise communication between external learning centers and the school 		
Key Relationships			
Internal	Students, Teachers, Head of Inclusion		
External	Parents		
Position Requirements			
Education	Bachelor's Degree		

Must have skills	<ul style="list-style-type: none"> • 2 years relevant working experience
Experience	Experience in an IB school a plus
Competencies	<ul style="list-style-type: none"> • Proficiency in English (both written and oral) • Excellent communication and organizational skills • A high degree of initiative and creative thinking • Well-developed interpersonal skills and experience of • Inclusive and balanced management style • Committed team player with empathy, drive, energy and passion • Have high expectations that motivate, support, challenge and drive both staff and students • Sense of humour
Additional Requirements	<ul style="list-style-type: none"> • Fluency in French, German and/or Arabic is a plus
Salary & Benefits	The salary and benefits package is competitive, will be commensurate with the qualifications and experience of the successful candidate and is in line with UAE Labor Law.
Contract	Unlimited on DHCC Free Zone
Application	<p>Candidates are requested to submit the following documents:</p> <ul style="list-style-type: none"> • Cover letter, no longer than one page, explaining your strengths as a candidate and why you are interested in this particular position • Current CV, not to exceed two pages • A list of 3 professional referees with current contact details (position, phone number and e-mail address) not older than 5 years <p>Please send your application to: hr@sisd.ae</p> <p>SISD is committed to safeguarding and promoting the welfare of all its employees and students. A police check is a pre-requisite for all appointments.</p>