



## Role Profile

Job Title

**Learning Support Assistant (LSA) Team Leader**

Salary range

Point 30

Contract

Permanent

Main location

Portland College

Hours and basis

37.5 hours per week

Reports to

EQDA Team Leader

Date of issue

January 2024

### Why Portland College needs this role

Portland College is an Outstanding, vibrant national college for disabilities and associated learning difficulties. We strive to develop every learner's unimagined potential with a personalised programme. The curriculum is underpinned by a range of accredited qualifications. We deliver a specialised sensory curriculum for learners with more complex needs.

### What you will be doing

#### **Purpose of role**

- Coach, mentor and line manage Learning Support Assistants to ensure they deliver high quality learning support
- Actively participate in the quality assurance of Learning Support Assistants intent, implementation, impact and evidence gathering
- Work as part of a multi-disciplinary team of professionals in making positive contributions to help to raise standards of learner achievement, by ensuring learners and staff receive the effective and efficient support.
- Support the provision for positive behaviour management, communication, zones of regulation and be healthy, active and courageous strategies through mentoring Learning Support staff and providing a positive role model
- Liaise with other staff in planning, evaluating and adjusting learning activities as appropriate and review the impact of support
- Provide rota cover for Learning Support Assistants on a daily basis under the supervision of a Manager.

### Key results we want to see from this role

- Professionalise the role of the Learning Support Assistants
- Learning Support Assistants working at good or better in line with Education and Training Foundation standards and the education inspection framework.

### Dimensions of the role



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**Learning Support Assistant (LSA) Team Leader**

- Coach and Mentor Learning Support Assistants through supportive action plans to ensure quality improvements to the expected standard

### Key work relationships

- Examination, Quality, Data and Administration Team Leader
- Quality Improvement Manager and Curriculum Managers
- Positive Behaviour Support and Therapy Managers
- Tutors and Learning Support Assistants

### Other information

Portland College is committed to safeguarding and promoting the welfare of its learners, customers, volunteers and staff. We expect all our staff to be aware of their responsibilities to protect learners, citizens, customers, volunteers and staff from abuse or harm and to promote Fundamental British Values.

Successful applicants will be required to undertake an enhanced Disclosure and Barring Service (DBS) check and to provide proof of their right to work in the UK.

#### **Other Duties & Responsibilities**

- Such other duties as the management may from time to time reasonably require

The above role profile is not all encompassing and is subject to regular review.

\_\_\_\_\_  
**Signature of post holder**

\_\_\_\_\_  
**Date**

I have read and accept the duties and responsibilities outlined in this role profile.