

Job Title: Language Immersion Centre Support Teacher

Post Number:

Service / Section: Learning Service

Grade: Teachers Pay Range

Overall Job Purpose:

Teaching Welsh language to groups of pupils aged 7 - 11 who are latecomers in Anglesey schools.

Support the work of the Immersion Centre including post-centre support work. Supporting immersion pedagogy in primary and secondary schools.

General: *To comply with the local authority's Corporate Safeguarding Policy and the safeguarding duties and responsibilities which that policy places on every employee, aligning with the core values of the Authority which includes supporting children, adults who may be at risk and their families to keep them safe and healthy.*

Main Duties / Responsibilities:

An assistant teacher will report to the Teacher in Charge / Senior Primary Manager.

Key Tasks:

1. Work in collaboration with the Immersion centre teacher in day-to-day care of the centre.
2. Responsibility for implementing the centre's work plans and co-ordinating a daily schedule.
3. Co-design and deliver the New Curriculum for Wales within the limits of the basic language scheme across the Fielder of learning and experience.
4. Assist the teacher in charge to record the children's linguistic progress (in report and electronics).
5. Assist with contact meetings for primary/secondary teachers.
6. Assist with and contribute to parents' open days.
7. The teacher will be expected to work in primary / secondary schools as per the service requirements.
8. Attend any relevant meeting relating to the work of the centre.
9. Collectively and the teacher in charge ensure a proper ethos by organising colourful exhibitions, educational and stimulating experiences at the centre.
10. Accept the day-to-day responsibility of a teacher in charge in the event of short-term absence.
11. Collaborate with other agencies on plans to boost the Welsh language skills of parents of the Centre's pupils.

<u>Person Specification:</u>		Essential (E) Desirable (D)
<u>Education and Training</u>		
The minimum educational requirements/professional or vocational qualifications for the post:		
1. Teaching Qualification (BA) or (PGCE) Primary		E
2. Broad experience of language learning and teaching and understanding of immersive education		E
3. Satisfactory Disclosure and Barring Service (DBS) check		E
Any specific training required for the post including Certification:		
1. Experience learning and teaching or immersing a language in a primary contextual		E
2. Develop effective use of technology to support learning and teaching		E
3. Assessment and reporting processes on the progress of language development		E
4. Satisfactory registration with the Education Workforce Council		E
<u>Key Competence Requirements</u>		
Job related knowledge:		
1.Sound knowledge and understanding of language development		E
2.Knowledge and experience designing a new curriculum		E
Specific skills:		
1. Be able to innovate in a field of learning and experience including languages, Literacy and Communication		E
2. Excellent Digital Skills		E
3. Effective communication and collaboration skills		E
<u>Position in the Organisation:</u>		
Reports to:	Senior Manager Primary	
Staff Supervised:	none	
<u>Working Arrangements and Conditions:</u>		
Working Week:	Monday – Friday (in accordance with Teachers Working Conditions)	
Identified Work Base:	Anglesey	
Contracted Hours:	0.92 contracted time	
<u>Language Requirements</u>		

Welsh Language Skills (Please see the skills framework attached)

Listening (Tick One)		Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Reading (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Speaking (Tick One)		Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Writing (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>

English Language Skills (Please see the skills framework attached)

Listening (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Reading (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Speaking (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>
Writing (Tick One)	Level 0 <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	Level 4 <input type="checkbox"/>	Level 5 <input checked="" type="checkbox"/>

Flexibility

Your attention is drawn to the fact that in some cases particular duties and responsibilities are difficult to define and may vary from time to time without changing the general character of the duties and level of responsibilities entailed. In addition, it is a requirement of all employees that they accept elements of flexibility in duties and responsibilities and when necessary, interchange within the organisation which will meet the changing needs and demands of the service. Such a requirement will enable the particular expertise of the post-holder to be developed and maximised to the mutual benefit of both employer and employee.

Date of preparation of this job description document: 14.09.22

Language Skills - Workplace Assessment Levels

(i) Listening

0	No skills
1	Able to understand basic enquiries in Welsh /English
2	Able to understand a basic social conversation in Welsh / English
3	Able to follow routine conversations involving work between fluent Welsh / English speakers
4	Able to follow the majority of conversations involving work including group discussions
5	Able to understand all conversations involving work

(ii) Reading

0	No skills
1	Able to read basic words and phrases, e.g. signs or short and simple notes
2	Able to read basic material involving work (slowly)
3	Able to read routine material with a dictionary
4	Able to read the majority of material in own area
5	Able to understand all material involving work

(iii) Speaking

0	No skills
1	Able to conduct a general conversation [greetings, names, saying, placenames]
2	Able to answer simple enquiries involving work
3	Able to converse with someone else, with some hesitancy, regarding routine work issues
4	Able to speak the language in the majority of situations using some Welsh / English words
5	Fluent – able to conduct a conversation and answer questions, for an extended period of time where necessary

(iv) Writing:

0	No skills
1	Able to write basic messages
2	Able to answer simple correspondence with assistance
3	Able to draft routine text, with editing assistance
4	Able to prepare the majority of written material related to the area, with some assistance in terms of revision
5	Skilled – able to complete written work without the need for revision