
OYIS highly values the safety and wellbeing of our students. All employees are expected to take Child Protection training as provided by the school. Background checks are also conducted on all adult employees and volunteers of the school.

Primary School Learning Support Teacher

Direct Report: Principal

Working Time: Monday to Friday 7:30 to 16:30 / 8:30 to 17:30 (depending on before or after school duties). Working time includes a 1 hour lunch break.

Role compensation: 1500 yen per hour

Requirements:

- Native level (or near native) English
- Excellent interpersonal skills
- Excellent organisational skills
- Efficient level of ICT literacy (experience in using GSuite for Education desired)

Desired:

- Experience in a nationally or internationally-accredited school
- Experience in an PYP school setting
- Experience in differentiated instruction, inclusive teaching practices, and restorative practices

Job Summary:

This role involves supporting teachers in setting up learning opportunities, leading small groups, and providing feedback to students. It requires managing safe, organised learning environments and supervising students during recess, lunch, and bus duty.

Additionally, this role includes leading after-school care activities.

This role may encompass other duties as deemed necessary by the Principal, ensuring the continual alignment with the School's goals and values.

Major Responsibilities

Planning and Preparation

- Support teachers in setting up developmentally appropriate learning opportunities

Supporting Learning

- Lead small learning groups based on teacher plans and direction
- Provide meaningful and constructive feedback to students
- Observe learning and discuss observations with teachers to inform further learning opportunities
- Demonstrate both understanding and sensitivity to students with specific learning, social and emotional needs
- Assist students according to situation and need
- Accompany students on field trips

Managing Learning Environments

- Ensure learning environments are safe, organised and supports learning
- Supervise students during assigned duties, maintaining a positive and orderly atmosphere

Before/After School Care

- Supervise students during bus duty, maintaining a positive and orderly atmosphere
- Actively lead after-school care activities as directed by the After School Coordinator, providing a structured and supportive environment for students

Contributing to a Learning Community

- Adhere to the school's Child Safeguarding policies and practices, ensuring the wellbeing of all students
- Consistently reflect on own practice
- Be organised and disciplined with own responsibilities
- Develop and maintain positive relationships with students, parents and colleagues
- Set and monitor own challenging learning goals, seeking out own professional learning opportunities
- Participate in school events when asked