

## **Learning Assistant – BC Primary School**

### **(Local Hire Only)**

Al Khor International School is one of the largest international schools in the Middle East with over 4,000 students. We are owned by Qatargas, the world largest producer of liquefied natural gas. The school has exceptional facilities and is located in Al Khor Community, 40 minutes north of Qatar's capital city Doha.

#### **The Role**

- Getting the classroom ready for lessons
- Assisting children on an individual basis, in small groups or whole class work
- Explaining tasks simply and clearly and fostering independence
- Supervising children, and adhering to defined behaviour management policies
- Accepting and responding to authority and supervision
- Liaising and communicating effectively with others
- Listening to children read, reading to them or telling them stories
- Helping children who need extra support to complete tasks
- Working with small groups of children, either in the classroom or outside the classroom, to support learning
- Display work effectively, make and maintain basic teaching resources
- Helping teachers to plan learning activities and complete records
- Supporting teachers in managing classroom behaviour
- Supervising group activities
- Looking after children who are upset or have had accidents
- Clearing away materials and equipment after lessons
- Helping with outings and sports events
- Carrying out administrative tasks.

#### **The successful candidate will have:**

- a high school diploma or A Level equivalent qualifications
- experience of working with children e.g. as a parent or voluntary worker
- good English language reading, writing and comprehension skills
- good numeracy skills
- good organisational skills
- evidence of professional development
- a good understanding of how children learn and be able to inspire, motivate and support our pupils, encouraging inclusion of all.

This is a great opportunity to join an international school that is building on its already successful results and reputation, and is committed to becoming an outstanding school and centre of excellence in the region.

Al Khor International School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Appointments are made subject to appropriate vetting procedures, including references and police checks.

**Recruitment Requirements:** As part of the recruitment process, you will be required to submit fully notarized and attested academic degrees as well as criminal background checks.

### How to Apply

To apply please send the following to [recruitment@akis.sch.qa](mailto:recruitment@akis.sch.qa)

- Completed AKIS application form
- CV
- Details of at least three referees, including their names, positions, current email addresses and phone number. One of your referees must be from your present school or employer. Referees should be your direct line manager.

The deadline for receipt of applications is **31 August 2019**.

Only shortlisted candidates will be contacted.