

## Job Description

<b>Job Title</b>	Apprentice Specialist Learning Support Assistant – Hearing Impairment
<b>Directorate</b>	Children and Young People’s Service
<b>Service Area</b>	Early Help
<b>Grade</b>	AP4
<b>Competency Level</b>	1
<b>Salary</b>	£25,185
<b>Job Type</b>	Hybrid – city wide
<b>Location</b>	Cunard Building/City Wide
<b>Disclosure and barring service (DBS)</b>	Enhanced DBS
<b>Job Evaluation Ref No</b>	N/A - Apprenticeship

## Job Purpose

A 24-month fixed term apprenticeship in our Early Help department working in a supported environment to develop skills and knowledge for this role whilst undertaking the level 5 Specialist Teaching Assistant Apprenticeship

Working collaboratively with teaching staff to support the learning, wellbeing and inclusion of pupils with a range of hearing impairments, with a clear focus on reducing attainment gaps between deaf pupils and their hearing peers.

The postholder will provide targeted support to ensure pupils with hearing impairments can fully access the curriculum, actively engage in learning, and achieve positive outcomes. The role will also promote the development of independence in learning, effective use and management of audiological equipment, and confident participation across all aspects of school life.

### Directly Responsible For:

Not applicable

### Directly Responsible To:

Sensory Service Operational Lead for Hearing Impaired (HI)

## Main Areas of Responsibility:

- Liaise effectively with Teachers of the Deaf to implement recommended strategies, interventions and reasonable adjustments
- Work collaboratively with class teachers to develop and adapt teaching approaches, resources and strategies to ensure pupils with hearing impairments are fully included and able to make good progress

**Provide targeted support, including:**



- Pre-tutoring to introduce key vocabulary, concepts and background knowledge in preparation for lessons
- Post-tutoring to assess understanding, reinforce learning and address any misconceptions
- Sourcing, preparing and adapting learning resources to ensure accessibility to key concepts and lesson objectives

**Support the evaluation of learning by:**

- Providing structured feedback and highlighting any barriers to learning
- Sharing observations on pupil engagement, strengths and areas for development

**Support the planning and delivery of individual learning programmes by:**

- Working collaboratively with relevant professionals to develop programmes with clear, appropriate and achievable targets
- Delivering agreed interventions under guidance, with a focus on language development and communication skills
- Monitoring progress and providing regular feedback on outcomes, engagement and the impact of interventions

**Support the effective use of hearing technology by:**

- Carrying out routine checks, basic troubleshooting and maintenance of hearing equipment in line with agreed procedures
- Supporting pupils and staff in the effective use of hearing technology, while promoting pupil independence and self-advocacy skills

**In addition, the postholder will:**



Support positive behaviour by applying consistent expectations, alongside the use of praise and encouragement to reinforce appropriate conduct

Promote pupils' confidence, self-esteem and resilience, encouraging a positive approach to learning and personal development

Work collaboratively with colleagues to ensure classroom and learning environments are optimised for deaf pupils, including consideration of seating arrangements, effective noise management and clear visual access

Actively participate in training and continuous professional development to enhance knowledge, skills and practice within the role

## **Supervision and Management Responsibility:**

- No supervisory or line manager responsibility

## **Budget and Financial Responsibility:**

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

## **Social Value Responsibility:**

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

## **Physical Demands of the Job:**

- The role involves travelling between a range of educational settings and requires flexibility to work across different environments



## Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- Ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

## Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level **1**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.



# Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

## Qualification and training

### Essential

- Five GCSEs at grade 9-4/A\*-C including English and maths or equivalent (A)
- 3 A levels, a Level 3 Apprenticeship, or an equivalent level 3 qualification (A)

### Desirable

- Qualification or accredited training in supporting children or young people with SEND.
- Training related to deaf awareness, communication support or inclusion.
- British Sign Language (BSL) Level 1

## Experience

### Essential

- Experience of working with children in an education setting – EYFS and/or primary setting (A,I)
- Experience of supporting learning, behaviour or inclusion (A,I)
- Demonstrate experience of working effectively as part of a team, adhering to professional guidance and contributing to collaborative practice (A,I)
- Experience of using tracking systems to monitor, record and evaluate pupil progress (A,I)



## Desirable

- Experience of working with pupils with a hearing impairment
- Experience of delivering targeted support or intervention programmes

## Skills/Abilities

### Essential

- The ability to apply an understanding of how children and young people learn and develop to support effective practice (I)
- An understanding of the principles of inclusion, equality and safeguarding, and the ability to apply these effectively in practice (I)
- Demonstrate excellent written and verbal communication skills (A,I)
- Able to adapt materials and resources for lessons (I)
- Well-developed, proficient IT skills including Microsoft Office Word, Outlook, Excel (A,I)

### Desirable

- Demonstrate the ability to recognise and respond to potential barriers faced by pupils with hearing impairments, including challenges related to communication, learning and social interaction
- An understanding of personal amplification devices and assistive listening technology and inclusive classroom strategies
- Able to observe pupils and share clear, accurate feedback with teachers and SEN staff
- Able to encourage independence, confidence and positive behaviour

## Commitment

### Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council
- A willingness to learn and undertake further training to ensure the required knowledge for the post including completion of the Level 5 Specialist Teaching Assistant apprenticeship

## Other

### Essential

- This post is subject to an Enhanced Disclosure and Barring Service check