

Job Title: Communication Support Worker: Autism Inclusion Team - Resource Grade: 7

Our Vision

We have a clear vision for Staffordshire - an innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

The **Specialist Teaching Support Service** is a centrally based children and young peoples' service serving Staffordshire.

The Service consists of four teams:

- ASSIST Post 16
- Deaf / Hearing Inclusion Team
- Vision Inclusion Team
- Autism Inclusion Team

The aims of the post are:

To ensure the special educational needs of Children & Young People with Autism are met within an inclusive mainstream environment that promotes curriculum access helping them to become independent learners.

Reporting Relationships

Responsible to: **Team Lead – Autism Inclusion Team**

Responsible for: **N/A**

Key Accountabilities:

Under the direction of the Resource Specialist Teacher and the Deputy Head Sensory Team (Lead AIT).

- To provide direct support to pupils within the Resource including delivery of elements of coursework provided by the school staff.
- To assist in implementing social time in the resource for pupils and friends.
- To assist in developing the Resource and creating an Autism friendly environment.
- To support school staff to understand the nature of Autism and the possible social and educational implications for the pupils and their peers, through training and discussion.
- To support pupils from the Resource in mainstream lessons and transitions throughout the school.
- To work collaboratively with other members of staff within the Resource to support the pupils.

- To prepare materials to support the intervention plan for a pupil.
- To provide information to help monitor and evaluate the progress of pupils.
- To have the opportunity to deliver Autism specific training to small groups and whole school staff groups.
- To keep abreast of new developments in autism and attend training events as necessary, in line with CPD objectives.
- To act as a signpost for parents to other agencies who can support them and where appropriate, liaise with these agencies, both voluntary and statutory. Liaise with and support other agencies and parents as needed.
- To support the Deputy Head Sensory Team (Lead AIT) in the development and delivery of commissioning and traded aspects of the service delivery.
- To assist the Deputy Head Sensory Team (Lead AIT) with any other duties which may arise, to follow County Council policies and comply with all County Council procedures.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.




The content of this Job Description and Person Specification will be reviewed on a regular basis.

Person Specification

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme*	Criteria	Measured by
	Qualifications/Professional membership <ul style="list-style-type: none"> • Educated to GCSE level C grade or equivalent in Maths and English. • Qualified practitioner with experience in working with pupils with an Autism diagnosis. • Other SEN certificated courses, preferably Autism specific. 	A/I
	Knowledge and Experience <ul style="list-style-type: none"> • Experience of working individually with a pupil with Special Educational Needs. • Experience of working within a mainstream school. • Experience in supporting a child with an Autism diagnosis in a mainstream school; primary or high school. • An understanding of the key areas of difference when working with autistic pupils. • Specialist knowledge of Autism skills such as those used in TEACCH. • Evidence of continuous professional development within the field. 	A/I
	Skills <ul style="list-style-type: none"> • Effective organisational skills. • Ability to plan work effectively. • Ability to communicate clearly and effectively. • Ability to interpret IEPs and EHCPs in planning practical approaches for working with pupils. • Excellent interpersonal skills. • Ability to work as part of a team. • Ability to take initiative and work independently when in schools. • Willingness to work in varied locations across Staffordshire, including longer periods in selected schools. • Effective listening skills. • Willingness to work flexible hours as and when required (adhering to the normal total of weekly hours). • Current driving license and own transport. (Special arrangements can apply for people with disabilities). <p>This post is designated as a casual car user.</p>	A/I



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job Centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

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