



Te Hā o Te Manawa

*“Toitōi Manawa, Whakarewatia Te Ipukarea, Ka ea”*

*“Inspire Excellence”*

## Job Description

### Resource Teacher: Learning and Behaviour (RTLB)

### Rotorua Lakes High School

**RTLB:**

**Host Kura/School:**

**Teacher Registration Number:**

**Expiry date:**

#### Description

Resource Teacher: Learning and Behaviour (RTLB) are based at host kura/schools but are employed by the Board of Trustees of employer kura/schools (Rotorua Lakes High School). RTLB work across kura/schools in a designated cluster of kura/schools, providing support for kura/schools and kaiako/teachers in relation to year 0-13 students (Toolkit p.29). The RTLB will consult and work collaboratively with Ministry of Education Special Education (SE) staff.

#### Purpose of the Position

The role of the RTLB is to provide itinerant specialist support across the cluster to students and kaiako/teachers, and work with families/whānau, in order to improve the education outcomes for students with learning and/or behaviour difficulties. The role will include demonstrating practice, strategy or techniques so that:

- Students receive appropriate learning programmes that cater for their diverse needs and learning goals and behaviour management on an on-going basis
- Kaiako/teachers can use the skills they have acquired with these and other students with similar needs in an inclusive and unobtrusive manner.

## **Accountability**

The RTLB will be accountable to the Board of Trustees at Rotorua Lakes High School through the Cluster Manager.

## **Working Relationships**

The RTLB will:

- work with staff and students in cluster kura/schools
- work with the Special Education Needs Co-ordinator (SENCo) and any special needs committee in cluster kura/schools
- work with the senior management team in cluster kura/schools
- work closely with Special Education staff
- work with other agencies such as Health
- in conjunction with the school and classroom kaiako/teachers and liaise with student families/whānau.

## **Key Tasks**

The key tasks of RTLB:

- work flexibly within a designated cluster of kura/schools
- undertake operational procedures consistent with the agreed policies and needs of the cluster
- receive and process referrals, as described in the cluster referral process
- work collaboratively, within an ecological model, with class teachers, relevant staff and SE to manage the behaviour and/or address the learning difficulties of a whole class, a group, or individual students and
  - identify needs
  - set goals
  - implement intervention/s
  - monitor progress and assist teachers to adapt or implement programmes
  - review
  - record outcomes
    1. support kaiako/teachers with assessment, analysis and evaluation
    2. report regularly to the Cluster Manager of the employer kura/school detailing work undertaken and student outcomes
    3. support kura/schools to refer students to other services when additional specialist advice or behaviour support is required
    4. keep appropriate records of all professional practice (outlined in RTLB Practice Sequence)
    5. provide written reports that describes and provides a statistical analysis of work undertaken throughout the year

6. where appropriate, support individual students for an agreed, brief period of time
7. assist with transitions of designated students between classes and kura/schools.

### **Person Specification**

The successful applicant must be a trained kaiako/teacher with the full New Zealand registration and a current practising certificate, and should have the following attributes, knowledge and skills:

- strong interpersonal and communication skills to allow for full and comprehensive consultation and effective kaiako/teacher support
- commitment to biculturalism and to meeting the needs of Māori students
- commitment to understanding the needs of students from different cultures, and a demonstrated willingness to provide services that are culturally appropriate
- ability to meet the relevant Professional Standards for Experienced Teachers and key indicators for RTLB (NZSTA)
- the Resource Teacher: Learning and Behaviour qualification or the capacity and willingness to undertake and attain the RTLB qualification
- empathy with students who have learning and/or behaviour difficulties
- sound knowledge of the New Zealand Curriculum
- assessment skills
- ability to identify, implement and evaluate a range of educational and management approaches to meet students' and teachers' needs
- ability to assist others to implement suitable interventions
- ability to liaise and work with SE staff, and other professionals and/or agencies
- ability to work with, and provide professional support for staff, families/whānau, in the cluster schools
- a current clean full driver's licence and be prepared to use own vehicle for work

### **Additional Responsibilities**

An RTLB may be appointed to the position of practice leader or delegated those additional responsibilities (refer to the position description for the relevant detail).

RTLB signature \_\_\_\_\_ Date: \_\_\_\_\_

Cluster Manager \_\_\_\_\_ Date: \_\_\_\_\_