**WREXHAM COUNTY BOROUGH COUNCIL**

**JOB DESCRIPTION**

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| **JOB TITLE** | **Teacher With Responsibility for Early and Therapeutic interventions (including the co-ordination of outreach services)** |
| **DEPARTMENT** | **Education & Early Intervention** |
| **SERVICE/TEAM** | **Noddfa (PRU)** |
| **REPORTS TO (JOB TITLE & JOB ID)** | **Head of Service ALN and Inclusion** |
| **GRADE** | **MPS/UPS + SEN + TLR 2** |

**This is a full time position that is in line with school teachers’ pay and conditions document.**

**SECTION 1: JOB PURPOSE**

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| The Local Authority seeks to appoint an outstanding professional to contribute to the leadership and strategic development of the assessment and intervention centre. Noddfa has two distinct provisions, one is an Assessment and Intervention Centre for 0-25 years offering multi-agency and outreach support across Wrexham County Borough Council and the other provides 3 dedicated classrooms for pupils with Autism and Social Communication Difficulties in Key Stages 1 and 2.  As a member of a multi-disciplinary and multi-agency service, the post holder will make an important contribution to formulating policies and procedures needed to drive Noddfa forward and ensure an ethos of positive collaborative working with other professionals.  You will work alongside the Teacher in Charge to ensure Noddfa fulfils statutory responsibilities to provide education for vulnerable students between the ages of 0- 25 by line managing therapeutic and early intervention outreach services. |

**SECTION 2: KEY TASKS**

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| **NO.** | **Description of Key Tasks:** |
| **1.** | Co-ordinate early and therapeutic interventions and outreach services ensuring effective operational delivery and that statutory requirements and the graduated approach are adhered to. Lead on the referral process to access early intervention and therapy. |
| **2.** | Ensure a holistic and nurturing response by placing young people and their families at the centre of the process to allow them to make at least good progress by achieving to their potential and support a successful reintegration to mainstream school or transition to a specialist setting. |
| **3.** | Offer guidance, advice and support to other staff and stakeholders to ensure a high quality provision. |
| **4.** | Demonstrate effective collaborative working practices with other professionals, primarily the Local Authority Interventions Team, ESW’s outreach services and parents to ensure children’s needs are assessed in a timely manner and the appropriate interventions are established and implemented. |
| **5.** | Line manage an outreach and therapeutic service in collaboration with the Head of Service, to quality assure and promote consistency and aspirational culture. Manage and evaluate partnership agreements to ensure value for money. |
| **6.** | Fulfil a minimum of 25% teaching or therapeutic commitment in accordance with Noddfa’s scheme of work and the Curriculum for Wales. |
| **7.** | Develop integrated assessment and interventions, which supports implementation of the graduated approach to needs, working collaboratively with schools and other agencies. |

**SECTION 2: MAIN DUTIES AND RESPONSIBILITIES**

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| **NO.** | **Description of Main Duties and Responsibilities:** |
| **1.** | To assist the Teacher in Charge in the leadership and management of Noddfa and in all aspects of school improvement. |
| **2.** | To assist the Head of Service in shaping a vision and direction for early and therapeutic interventions, setting out very high aspirations and with a clear focus on pupil success and well-being. |
| **3.** | To play a significant role in setting aims and objectives for early and therapeutic interventions, including Noddfa, and in formulating the Service along with the Teacher in Charge, management committee and other senior staff. |
| **4.** | To ensure all policies relating to this area of responsibility are up to date, fit for purpose and shared with all parties. |
| **5.** | To carry out teaching/therapeutic duties, as required, with a focus on raising standards and improving outcomes for learners. |
| **6.** | To inspire, motivate and influence staff and pupils, taking a leading role in maintaining the highest standards of teaching, learning and pupil behaviour. |
| **7.** | To provide an excellent role model for all members of staff and for pupils in all aspects of school life. |
| **8.** | To raise awareness of Health and Safety among all stakeholders. |
| **9.** | To take a leading role in improving the involvement of parents, carers and the community in the life of Noddfa. |
| **10.** | Work collaboratively with mainstream schools to offer advice and guidance relating to early, therapeutic and outreach interventions. |
| **11.** | Adhere to safeguarding procedures by following statutory guidelines and promoting the wellbeing of children at all times. |
| **12.** | To make a significant contribution to the continuing professional development programme, including co-ordinating training programmes, delivering INSET and working with individuals and teams in a variety of professional development activities. |
| **13.** | To assist the Teacher in Charge in self-review and evaluation and in the effective planning and management of school resources to secure improvements. |
| **14.** | To maintain an informed view of standards and of the quality of teaching across the Borough by evaluating impact of interventions. |
| **15.** | To provide guidance and support to teachers and other staff in order to improve the quality of teaching and learning. |
| **16.** | To actively promote equality of opportunity by assisting in ensuring the curriculum provides the best possible education for all its pupils, taking into account ethnicity, gender, Additional Learning Needs, pupils learning English as an Additional Language, disability and others with emotional needs that may affect learning. |
| **17.** | To participate in recruitment and selection, as agreed with the Head of Service. |

1. **The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Leadership Team.**
2. **You must be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.**
3. **This job description will be kept under review and may be amended via consultation with the individual and the senior management team. Trade union representation will be welcomed in any such discussions.**

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