



Coordinator –Teacher Services (Sensory)

School of Special Educational Needs: Sensory

Position number	Generic
Agreement	The School Education Act Employees' (Teachers and Administrators) General Agreement 2017 or as replaced
Classification	School Administrator Level 3
Reports to	Principal (School Administrator Level 6)
Direct reports	Nil

Context

The School of Special Educational Needs: Sensory (SSEN: S) provides educational support for children with a hearing loss and/or vision impairment from birth to completion of school. SSEN: S is based at the Statewide Services Centre in Padbury and supports children in both public and non-government schools throughout Western Australia.

SSEN: S employs teachers with specialist skills and other specialist staff such as educational audiologists, school psychologists, braille transcribers, Deaf education officers, captioner and educational interpreters.

SSEN: S operates the Deaf Education and Vision Education programs to support eligible children, their schools and families.

Early Childhood Service

Supports families with children with a hearing loss and/or vision impairment from birth to 4 years of age. Family-centered programs, including parent education, are run on-site at Padbury Statewide Services Centre and Southwell Primary School. Individual programs occur either on-site or in the home.

Programs include:

- Playgroup - caters for children aged 0-3 years with a focus on child development through play-based activities. Playgroup enables practical, relevant and effective specialist support to assist children achieve their optimal educational outcomes.
- Lighthouse Littlies - a holistic specialised program catering for Sensory children in the pre-kindergarten or kindergarten year that focuses on the whole child and builds upon the skills, knowledge and understandings developed in playgroup while supporting children in school readiness and transition.
- Deaf Education and Vision Education individualised programs which focus on essential skills, concepts and understandings to support child development.

- Children in rural and remote areas may have the opportunity to access these programs via web conferencing or visiting teacher service.

Visiting Teacher Service

Supports schools which have students Kindergarten to Year 12/13, with a hearing loss and/or vision impairment by:

- providing one-to-one teaching for students at their enrolled school; to support the communication, academic, compensatory and access, social/emotional and orientation and mobility needs of students
- building the understanding of classroom teachers in the development and implementation of teaching and learning adjustments through professional learning and consultative support
- collaborating with schools and external organisations to implement appropriate individual education plans
- developing the skills of students, classroom teachers and education assistants in the use of assistive technology
- developing the skills of students to use Auslan and/or Braille to communicate and access the curriculum, including assessments
- assessing the needs of each child and recommending/providing appropriate resources such as text books in large print, braille, tactile graphics, captioned footage, notetakers and educational interpreters.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

- coordinates a team of specialist teachers and may at times retain a teaching role
- provides educational leadership to specialist teachers in collaboration with the Principal and members of the leadership team
- provides professional leadership including performance and development of specialist teachers within the area of responsibility and provides up-to-date information on relevant curriculum issues
- facilitates teaching and learning outcomes through effective modelling and promoting a culture of ongoing improvement
- leads the team of specialist teachers to accept and develop opportunities for improved service and the development of resources, including online resources, in the relevant area
- contributes to the development of a service provision plan through participative decision-making, and assists with the development of strategic and operational policy and procedures
- manages administrative systems and resources to ensure the effective operation of the teacher services in accordance with legislative and industrial requirements
- liaises with the Principal and Associate Principals, other Coordinators – Teacher Services (Sensory) and relevant specialist staff to maintain and strengthen support services to schools.

Selection criteria

1. Demonstrated capacity to provide effective coordination and leadership in a specialist service provision setting for students with sensory impairment, including the ability to manage physical and financial resources.
2. Demonstrated professional knowledge and the ability to apply this knowledge to ensure a high level of educational outcomes for students with sensory impairment.
3. Demonstrated highly developed interpersonal skills and the ability to establish and maintain effective working relationships and networks to achieve planned outcomes.
4. Demonstrated high-level written communication and presentation skills and the ability to provide customer-focused consultancy..

Eligibility and training requirements

Employees will be required to:

- hold a recognised teaching qualification and be currently registered or eligible for registration to teach in Western Australia
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

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