



INTERNATIONAL COMMUNITY SCHOOL
مدرسة الجالية الدولية

Patrons:

H.R.H. Prince El Hassan Bin Talal
H.R.H. Princess Sarvath El Hassan

Principal: Alun Yorath



Assistant Teacher (Inclusion)

The International Community School (ICS), one of the longest established and most successful international non-proprietary schools in the Middle East, is seeking to recruit an experienced, enthusiastic and innovative **Assistant Teacher (Inclusion)** to join the school.

Interested candidate should:

- Hold a University degree in special needs education or related fields.
- Have proven experience working with Secondary school students who have a range of learning needs, including those with Dyslexia, Dysgraphia, Dyscalculia, ADHD, autism spectrum disorders, processing and working memory concerns, behavioural challenges, etc... within the age group of 12-18 years
- Be familiar with IGCSEs and, if possible, alternative pathways such as ASDAN, BTEC, or functional skills programmes.
- Be skilled in adapting tasks, instructions, and assessments to match individual students' academic levels and learning styles.
- Be able to work closely with teachers, SENCOs, and other support staff to deliver consistent and effective support.
- Be willing to work across different subjects, year groups, and learning environments (including 1:1 and/or small group)
- Have an excellent command of English.
- Have a Jordanian nationality.

How to apply:

Send your up to date CV specifically stating places and dates of work and addressing gaps if any and a maximum 2 side cover letter addressing how your skills and experience meet our requirements and why you are applying to ICS to recruitment@ics.edu.jo with the position title **Assistant Teacher (Inclusion)** in the subject line. Visit us at www.ics.edu.jo

The deadline for applications is **12th of June 2025**; however, please note that we reserve the right to appoint before the closing date, and interviews will be arranged for all short-listed applicants as soon as possible.



[Job Description](#)
Assistant Teacher (Inclusion)

JOB TITLE: Assistant Teacher (Inclusion)

RESPONSIBLE TO: SENCO

RESPONSIBLE FOR: Allocated SEN children

WORKING HOURS: 7:30am-3:30pm from Sundays - Wednesdays with the expectation to stay until 4:00pm once a week to support the CCA programme and once a week for CPL. Working hours will be 7:30 am - 2:45 pm on Thursdays.

VERSION UPDATE: May 2024

Role Summary:

To effectively support children with a range of learning support needs, it is essential to develop a thorough understanding of their specific requirements. This involves clarifying and explaining instructions, ensuring the children can use the equipment and materials provided, and motivating and encouraging them as needed. Additionally, assisting children in weaker areas such as language, behavior, reading, spelling, handwriting, and presentation is crucial. Helping students to concentrate and complete work, meeting their physical needs while fostering independence, and developing appropriate resources are all vital components of this role. Implementing individualized strategies like differentiation, scaffolding, and alternative curricula further enhances their learning experience.

Establishing a supportive relationship with the children is key, as it encourages acceptance and inclusion of those with special needs. Methods to promote and reinforce the child's self-esteem should be developed, along with setting high expectations for every child. It is important to always speak positively about each child to foster a nurturing and encouraging environment.

Role Responsibilities:

Supporting the Teacher

1. Assist, with the class teacher and other professionals as appropriate, in the development of a suitable programme of support (IEP's), for children who need learning support;
2. In conjunction with the class teacher and/or other professionals, develop a system of recording the child's progress;
3. Contribute to the maintenance of children's progress records;
4. Participate in the evaluation of the support programme;
5. Provide regular feedback about the children to the teacher;
6. Share strategies, resources and relevant information that will assist in the progress of the child.



Supporting the Curriculum

1. Develop a knowledge of the curriculum which the students are expected to follow;
2. Understand the national strategies and their implications for students who require additional support;
3. In conjunction with the teacher, develop skills to adapt subject based activities and resources to meet the needs of the student.

Supporting the School

1. Where appropriate, to develop a relationship to foster links between home and school;
2. Liaise, advise and consult with other members of the team, supporting the children when asked to do so;
3. Contribute to reviews of children's progress as appropriate;
4. Attend relevant in-service training;
5. Be aware of school procedures;
6. Be aware of confidential issues linked to home/student/teacher/school work and to keep confidences appropriately.

Other Duties and Responsibilities

1. Support the school by leading an after school Co-Curricular Activity (CCA) or assisting the CCA leader;
2. Any other duties/responsibilities that the SENCO or SLT may ask the post holder to perform.

The International Community School is committed to safeguarding and promoting the welfare of children. Applicants must be prepared to undergo stringent child protection screening including checks with past employers and local and international Police checks as appropriate.