Individual Support Specialist

Department: Specialized Learning Support (SLS)
Reports to: SLS Head of Program

***Job Summary*:**
The Individual Support Specialist provides individualized, tailored support to a student/s enrolled in the SLS Program.

***Qualifications*:**

- Bachelor's degree, preferably with a special education background
- At least 2 years of related experience in a classroom environment
- Proficient in productivity applications, both installed and cloud-based apps
- Excellent verbal and written communication skills
- Demonstrates strong sense of organizational and time management skills and is detail-oriented
- Highly motivated, flexible and able to multitask
- Ability to identify issues, determine solutions and work in a collaborative environment
- Confidentiality is a must

***Key Responsibilities*:**

- Provide individualized support to students within the SLS program as determined by the Head of the SLS program.
- Implement specific aspects of a student's Learning Support Plan in the classroom, playground, swimming pool, gymnasium, or other environments as required by the SLS Teacher and/or the classroom teacher.
- Collect data on student progress, social-emotional functioning, and behavior under the direction of the SLS Teacher.
- Conduct routine assessments to evaluate student progress and use findings to guide daily instructional and behavioral practices.
- Ensure the consistent delivery of accommodations and modifications across all settings by actively advocating for student needs with staff across the school (grade-level and specialist teachers, bus staff, kantina staff, etc.).
- Integrate therapeutic interventions as directed by SLS therapists.
- Maintain open dialogue with SLS therapists to ensure consistent application across all settings.
- Prepare resource material to support a student's learning support plan.
- Assist the student in learning to use any technology indicated on the student's Learning Support Plan.
- Contribute to meetings to discuss student progress and assist in the development of learning support plans.
- Implement Crisis Prevention Institute (CPI) training and behavioral strategies to promote the safety and well-being of all SLS students and staff.
- Assist with essential care tasks (e.g., hygiene, toileting, or feeding) to support the daily health and safety needs of students in the SLS program.
- Provide support to SLS students in various settings and groupings (inside and outside the classroom).
- Provide support to meet departmental needs which may include, and is not limited, to substitution.
- Fosters and sustains a community that rejects all forms of discrimination.
- Assists in developing and maintaining safe spaces for all individuals at ISM.
- Perform other duties as assigned by the immediate supervisor.