



和富慈善基金李宗德小學

W F JOSEPH LEE PRIMARY SCHOOL

To meet the needs of continuous development, **W F Joseph Lee Primary School** is in search of a dedicated professional to provide timely, professional and comprehensive support to school.

### **Special Educational Needs (SEN) Teaching Assistant**

#### **Responsibilities:**

- Work with individuals and groups of students in class with additional needs
- Provide physical and communication support to the individual needs of students with additional needs
- Support the Special Educational Needs Coordinator (SENCO) on the implementation of the Learning Achievement Measurement Kit (LAMK) from EDB with students
- Maintain appropriate records of work and progress of the Learning Support Grant
- Provide social and communication support to students with additional needs in learning activities
- Liaise with professionals and external agencies where necessary under the direction of the SENCO
- Other tasks assigned by the Head of Student Support & School Ethos regarding the support to students with additional needs

#### **Requirements:**

- An associate degree or above in social work or guidance or a related field
- Preferably with working experience in primary school or children
- Training in SEN is an advantage

We offer competitive remuneration package, including **20 days of annual leave, discretionary performance bonus, medical insurance and training sponsorship**, to the right candidate of full-time teaching assistant.

Interested parties may apply with resume, stating expected salary and availability, to **W F Joseph Lee Primary School** by email to [recruitment@web.wfjpls.edu.hk](mailto:recruitment@web.wfjpls.edu.hk).

**Our website:** [www.wfjpls.edu.hk](http://www.wfjpls.edu.hk)

**Our Facebook Page:** <https://www.facebook.com/WFJLPS>

The successful candidates will be required to undergo Sexual Conviction Record Check (SCRC). Personal data collected will be kept in strict confidence and used for employment-related purpose only.