



Job Description

This job description has been designed to indicate the general nature and level of work required of the post to indicate the level of responsibility. It is not a comprehensive or exhaustive list, and the line manager may vary duties from time to time which do not change the general character of the job, or the level of responsibility entailed.

Post Details	
Job Title	Specialist Advisory Teacher
Service	Children's Services
Team	Learning Support Service
Location	Shute End
Reports to	Principal Educational Psychologist
Worker Style	Hybrid - Remote working with attendance at Council offices as and when required, plus visits to educational settings
Responsible for	N/A
Grade	MPS/UPS plus SEN allowance (Maximum)
Contract Type	Permanent
Post number (if known)	705008

Main Accountabilities	
1.	Apply specialist knowledge and expertise to assess, advise, and support pupils with learning difficulties, particularly in literacy and numeracy.
2.	Conduct individual pupil assessments where there are concerns regarding the development and acquisition of literacy and/or numeracy skills and provide clear feedback to school staff and parents.
3.	Design, select and implement appropriate evidence-based programmes, interventions, and resources to support pupil progress in line with national curriculum expectations.
4.	Monitor, evaluate and report on pupils' progress, attainment, and development, producing high-quality written reports for schools, the service, and the Local Authority.
5.	Observe classroom practice and targeted interventions, providing constructive recommendations to enhance teaching strategies and improve outcomes for pupils.
6.	Model effective teaching approaches and interventions, supporting school staff to develop confidence and capability in meeting diverse learning needs.





7.	Deliver high-quality training and professional development for SENCOs, teachers, teaching assistants, and parents to reduce barriers to learning and promote inclusive practice.
8.	Provide consultation opportunities (e.g. surgeries) to discuss individual pupils and offer practical, tailored recommendations.
9.	Work collaboratively within a multi-professional context, contributing to meetings and coordinating support with other services to ensure a joined-up approach for pupils with complex needs. -
10.	Support schools in developing inclusive curriculum planning and a whole-school approach to meeting the needs of pupils with learning difficulties.
11.	Offer guidance and signposting to appropriate training, external agencies and additional support services where needed.
12.	Maintain accurate and up-to-date records in line with service and statutory requirements.

Person Specification	Essential	Desirable
Education/Qualifications	Qualified teacher status A specialist qualification (certificate/diploma) in specific learning difficulties (Dyslexia)	
Experience	A minimum of 5 years' experience as a teacher Knowledge and experience of meeting SEN (particularly in literacy) in mainstream settings	Recent classroom experience
Skills/Knowledge	Comprehensive and up-to-date knowledge of the statutory SEND Code of Practice: 0 to 25 years and its application within educational settings. Strong organisational skills and good time management Ability to communicate clearly and concisely in writing for a variety of audiences Excellent communication and interpersonal skills Ability to deliver training on own specialism Clear, concise public speaker	In-depth knowledge of the KS1/KS2 Curriculum





	Appropriate IT skills, e.g. Word, Outlook and PowerPoint, and confidence in the use of an IWB Flexibility and the ability to cope with rapid change Diplomacy when working with school staff, LA professionals and parents Ability to work unsupervised, alone or as part of a team A positive attitude about the work of the Service Must hold a driving licence and have use of a car Prepared to travel Occasional attendance at evening meetings or Saturday training events Prepared to take responsibility for own professional development	
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Purpose Details	
Service Purpose	To provide specialist support to pupils with specific learning difficulties primarily in KS1 and KS2. Essential to the post is liaison with school staff and parents to provide advice, support, and training in the management of specific learning difficulties. The post holder will also liaise with Educational Psychologists.
Role Purpose	The service provides advice, training, guidance, and support to schools in Wokingham, working in partnership with staff. In particular, the team collaborates closely with school SENCOs, to support the development of SEN provision within the school.
Corporate Parenting	You will champion the principles of corporate parenting by embedding its ethos in all aspects of service delivery, ensuring decisions and actions consistently reflect the responsibility to act as a corporate parent to children in care and care leavers, and actively contribute to shaping and implementing the wider corporate parenting strategy.

Supervision and Relationships	
Supervision Received	Assistant Director of Education Principal Educational Psychologist
Supervision Given	N/A
Contacts	Educational psychologists (WBC) School SENCOs





Resources/Budget Management

N/A

Special Requirements

Enhanced DBS and must hold a driving licence and have use of a car.

Occupational Health Risk Assessment	Details
Skin/Respiratory Sensitisers	N
Working at Height	N
Exposure to Noise (>80-85dB)	N
Confined Spaces	N
Frequent Display Screen Equipment Use	Y
Driving for Work	Y
Hand Arm Vibration	N
Lone Working	N
Healthcare/Social Contact with Patients	N
Blood Borne Viruses Exposure	N
Food Handling	N
Working with Animals	N
Specialised Medical Screening	N
Night Working	N
Safety Critical Work	N





Nature of the Role	Details
Healthcare or Hospital Work	N
Working with Children (under 18)	Y
Working with Elderly/Vulnerable Adults	N
Work Environment Details	Education settings

Role Involvement	Details
Working with Children	Y
Working with Vulnerable Adults	N
Both of the Above	
Providing Care/Supervision for Children	N
Providing Care/Supervision for Vulnerable Adults	N
Both of the Above	
None of the Above	

Disclosure and Barring Service (DBS)	Details
DBS Requirement	Enhanced DBS
Eligibility Tool	Find out which DBS check is right for your employee - GOV.UK (Find out which DBS check is right for your employee - GOV.UK)

Re-checks

Evaluation Declaration	
Date of Evaluation:	
Evaluated by:	

