

Learning Diversity Coordinator

MacKillop College acknowledges that each student is a unique individual. Many students have individual needs that require attention on the journey along the learning continuum. The Individualised Learning Program complements the pastoral care and curriculum offered at the College to enable each student to experience success and growth in their learning. For some students, curriculum programs may be altered to create a positive learning environment to meet individual needs.

The Learning Diversity Coordinator supports students who require an altered learning program or who are funded to receive support for their individual needs. They have major responsibilities for:

- Transition
- Integration
- Modification

The role of the Learning Diversity Coordinator is to:

- a) liaise with Learning Diversity Leader in writing funding submissions
- b) work as part of the Colleges' National Consistent Collection Data (NCCD) Team to provide data for submission
- c) have an understanding of and commitment to the following:
 - CEM 'Contemporary Learning Schema'
 - CEM 'Horizons of Hope Framework'
 - School Improvement Framework – Five Spheres of Schooling
- d) in collaboration with the Learning and Teaching Team and Learning Diversity Team, assist and guide teachers to design Individual Learning Plans (ILPs) for those students who require a modified learning program or who are funded for their individual needs
- e) initiate and maintain communication with subject teachers, homeroom teachers, Coordinators, Directors and other staff as required, in a proactive manner regarding strategies to best support the learning and pastoral needs of students who require a modified learning program or who are funded for their individual needs
- f) maintain a high-level communication with all staff regarding the learning needs of students who require a modified learning program or who are funded for their individual needs
- g) convene Program Support Group (PSG) meetings
- h) review all ILPs at the beginning of each semester for students completing a modified learning program or who are funded for their individual needs
- i) assist teaching staff in developing their professional knowledge and understanding for students who require an altered learning program or who are funded for their individual needs
- j) develop, implement and evaluate policy as it relates to students with individual learning needs and ensure this perspective is offered and advocated for where necessary
- k) maintain and update information on the student wellbeing register to ensure it is current and relevant
- l) maintain awareness of contemporary practices and innovations around individualised learning through professional engagement eg. CEO Western Region, CSE network, professional reading, conferences, government policy documents
- m) ensure the appropriate storage and security of documents to maintain student confidentiality

The Learning Diversity Coordinator is a member of the Learning Diversity Team and NCCD Team.

This Position of Leadership will undertake formal reviews throughout the tenure of the role.

This role description will be developed further to utilise the individual strengths and initiatives of the person appointed to the position in negotiation with the Principal.