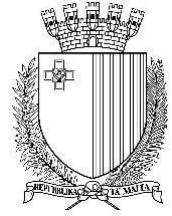


Anness A

Ministeru	Ministeru għall-Edukazzjoni (MFED)
L-impjieg	Principal Education Support Practitioner



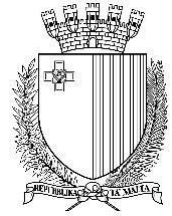
MINISTERU GHALL-EDUKAZZJONI
TRIQ L-ASSEDJU L-KBIR, FURJANA, MALTA

Dmirijiet u responsabbiltajiet

- 3.1. Id-dmirijiet ta' Principal Education Support Practitioner (PESP) fil-qasam ta' Inclusion Autism jinkludu:
- jzomm/żzomm kuntatt u jkun/tkun ta' appoġġ għall-Kapijiet tal-Iskejjel, Education Officers (Inclusion) u Education Officers oħrajn (EOs), Kap ta' Dipartiment (Inklużjoni), KGEs, Għalliema, Learning Support Educators (LSEs) u staff edukattiv ieħor fuq l-appoġġ u/jew diżpożizzjoni edukattiva li jistgħu jkunu offruti f'livell ta' skola/Kulleġġ;
 - jkun/tkun ta' appoġġ fl-iskejjel għal studenti li jkunu fuq l-ispettru ta' l-awtiżmu, bhala parti minn team li jkun qed jaħdem mal-istudent;
 - jagħti/tagħti s-saħħa lill-ġenituri fit-teħid ta' deċiżjonijiet infurmati fuq servizzi ta' appoġġ disponibbli għal uliedhom u jkun/tkun ta' appoġġ għat-tfal fil-bżonnijiet tagħhom;
 - jagħti/tagħti pariri fuq ir-rizorsi disponibbli għall-istudenti skont il-bżonnijiet individwali tiegħu/tagħha inkluż skedi viżwali, ħiliet ta' komunikazzjoni soċjali, strateġiji ta' appoġġ dwar imġieba u strateġiji komunikattivi;
 - jgħin/tgħin flimkien ma' professjonisti oħrajn fl-evalwar tal-istudent li jkun / tkun fuq l-ispettru ta' l-awtiżmu u fl-ippjanar ta' programm individwali imhejji skont il-bżonnijiet tiegħu/tagħha kif ukoll fl-ipparteċipar f'sessjonijiet tal-IEP, reviżjoni u sessjonijiet ta' tranzizzjoni tal-istudenti;
 - jagħti/tagħti pariri u jiddiskuti/tiddiskuti mal-awtoritajiet kompetenti arrangamenti ta' aċċess għal eżamijiet;
 - jippjana/tippjana u jagħti/tagħti sessjonijiet fuq bażi individwali/gruppi skont il-bżonnijiet ta' l-istudenti;
 - jzomm/żzomm rekords aġġornati tal-osservazzjonijiet u strateġiji ta' implimentazzjoni mal-istudenti u jibgħat/tibgħat rapporti adegwati lill-iskejjel;
 - jipparteċipa/tipparteċipa f'opportunitajiet ta' żvilupp professjonali kontinwu (CPD) u jkun/tkun aġġornata dwar żviluppi ġodda fil-qasam tal-ispettru ta' l-awtiżmu, u jattendi/tattendi taħriġ meta dan ikun disponibbli;
 - jipprovdi/tipprovdi informazzjoni u sessjonijiet ta' taħriġ lil teamijiet mill-iskejjel u ġenituri/gwardjani;
 - jipprovdi/tipprovdi appoġġ lin-National School Support Services (NSSS) permezz ta' metodi varji, inklużi website u materjal bil-miktub, taħditiet għal ġenituri u programmi għal studenti fuq l-ispettru talawtiżmu;
 - jipparteċipa/tipparteċipa f'riċerka, proġetti pilota u żvilupp kontinwu ta' staff, għajjnuna f'iffajlar u gbir ta' rapporti annwali;
 - jkun/tkun kontabbli lejn id-Direttur National School Support Services Department u tagħmel xogħol ieħor assenjat minn żmien għal żmien kif mitlub mid-Direttur National School Support Services skont l-esiġenzi tas-servizz;
 - jaqdi/taqdi dmirijiet oħrajn kif dirett mid-Direttur Ġenerali, Educational Services (ES) u/jew is-Segretarju Permanenti;

- xv. kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u
 - xvi. kwalunkwe dmir ieħor hekk kif orndat mis-Segretarju Permanenti Ewlieni.
- 3.2. Principal Education Support Practitioner jista' jintbagħat fuq xogħol fi skejjel, Statali u Non-Statali, f'aktar minn Kullegġ/Resource Centre wieħed jew fiċ-Ċentri Nazzjonali, uffiċċji jew postijiet oħrajn responsabbli għal edukazzjoni inklussiva u speċjali mmexxija mill-Awtoritajiet Edukattivi biex jikkontribwixxu għall-implimentazzjoni ta' programmi edukattivi individwali ta' studenti bi bżonnijiet speċjali.

Annex A



MINISTRY FOR EDUCATION
GREAT SIEGE ROAD, FLORIANA, MALTA

Ministry	Ministry for Education (MFED)
Job title	Principal Education Support Practitioner

Duties and responsibilities

- 3.1. The duties of a Principal Education Support Practitioner (PESP) in the area of Inclusion Autism include:
- i. liaises with and supports Heads of Schools, Education Officers (Inclusion), other Education Officers (EOs), Head of Department (Inclusion), KGEs, Class Teachers Learning Support Educators (LSEs) and other educational staff on the support and/or educational provision which can be offered at school / College level;
 - ii. supports students with Autism Spectrum Disorders in schools as a part of a team working with the learner;
 - iii. empowers parents in taking informed decisions on support services available for their children and supports their children on their needs;
 - iv. advises on the resources available for the learners according to his/her individual needs including visual schedules, social communication skills, behaviour support strategies and communication strategies;
 - v. assists in the assessment of the learner with autism spectrum disorders and in planning an individual programme together with other professionals tailored to his/her needs as well as participating in IEP sessions, reviews and transition sessions of the learners;
 - vi. advises and discuss access arrangements for examinations with the competent authorities;
 - vii. plans and gives individual / group sessions according to the needs of the learners;
 - viii. keeps updated records of the observations and implementation strategies with the learners and sends appropriate reports to schools;
 - ix. participates in continuing professional development (CPD) opportunities and keeping abreast of new developments in the area of autism spectrum disorders, and attend training when this is made available;
 - x. provides information and training sessions to school teams and parents/guardians;
 - xi. provides support to the National School Support Services (NSSS) through various methods, including website and written materials, talks for parents and programmes for students on the autism spectrum;
 - xii. participates in research, pilot projects and continued staff development, assists in filing and compiles of annual reports;
 - xiii. be accountable to the Director National School Support Services Department and performs other duties assigned from time to time as requested by the Director National School Support Services according to the exigencies of the service;
 - xiv. performs any other duties as directed by the Director General, Educational Services (ES) and / or the Permanent Secretary;
 - xv. undertake any other tasks, which the superior may delegate to him/her, as may be required; and
 - xvi. any other duties as directed by the Principal Permanent Secretary.

- 3.2. A Principal Education Support Practitioner may be deployed on duty in schools, in State, Non State schools, in more than one College/Resource Centre or at the National Centres, offices or other set-ups responsible for inclusive and special education managed by the Education Authorities to contribute to the implementation of the individual educational programme of learners with special needs.