



Position Description Education Specialist

Job family	Specialist and Professional Services (SPS)
Reporting to	Samantha Hornery
Directly supervising	Nil
Date prepared	15 th June 2020

Position Purpose

To ensure Learning Links' education services are delivered in a way that:

- provides high quality, evidence based educational services at our service centres, online (either in our service centres or from a suitable home office environment) and in schools throughout school terms and school holidays;
- contributes to breaking the cycle of disadvantage for children with learning difficulties; and
- is consistent with and supportive of strategic and operational plans, policies and procedures.

More specifically:

- Actively participate in regular professional development to support delivery of quality services;
- Conduct a variety of educational screening assessments to plan for and deliver evidence-based interventions;
- Provide great customer service and build positive customer relationships through effective communication;
- Achieve individual and team KPIs to support Learning Links' strategy for growth in providing more than one day of availability each week;
- Work as part of a multidisciplinary team of Psychologists, Speech Pathologists and Occupational Therapists; and
- Collaborate with and support school communities through demonstrations, consultation and professional learning where opportunities are provided.

Document Control

Completed by: Manager, Product Innovation and Education	Date: 15/6/20
Reviewed by: GM, Client Services and Operations	Date: 17/6/20

Employee sign off and acceptance

I have read, understand, and accept the expectations of the Educational Specialist role.

Employee:	Signature:	Date:
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The statements within this PD are intended to describe the general nature and level of the work being performed. This is not an exhaustive list of all duties and responsibilities associated with the position. Management reserves the right to amend and change responsibilities to meet business and organisational needs as necessary.

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