

LEARNING SUPPORT COACH

JOB SUMMARY

The Learning Support Coach (LSC) is responsible for providing individualized support and coaching to select students at UWC CSC to help them thrive academically, socially, emotionally, and physically. The LSC works closely with students, faculty, residential life staff, and other school personnel to develop and implement tailored support plans for each assigned student. The goal is to empower them to reach their full potential and successfully navigate their UWC CSC experience.

KEY RESPONSIBILITIES

- Meet regularly with assigned students to assess and develop their academic progress, residential life adjustment, extracurricular involvement, physical health, and mental/emotional wellbeing
- Collaborate with teachers, Heads of House, and socio-emotional counselors to develop comprehensive support plans for each student
- Provide academic coaching, including study skills training, time management guidance, and help with organizational strategies
- Support students in building healthy relationships, managing stress, and developing self-awareness and coping mechanisms
- Advocate for students' needs and serve as a liaison between the student and other stakeholders
- Monitor student progress and adjust support plans as needed to maximize each student's success
- Maintain detailed records and documentation on each student's growth and development
- Participate in regular meetings with the school's learning support team
- Offer scaffolded, individualized support to ensure the students reach their full potential and successfully navigate challenges they face in the UWC experience.
- Other duties as assigned

Academics

- Conduct regular 1-on-1 meetings with assigned students to review their academic progress, identify challenges, and develop strategies for improvement
- Help students build effective study habits, time management skills, and organizational systems
- Coordinate with teachers to understand each student's learning style and needs, and communicate progress
- Connect students with peer tutors in specific subject areas and other school resources as needed
- Assist students with task planning, assignment completion, and preparation for exams

Residential & Social Life

- Check in with students on their adjustment to the boarding school environment and dormitory life
- Advise students on navigating roommate dynamics, resolving conflicts, building healthy peer relationships, etc.
- Encourage students to get involved in community activities and guide them towards opportunities that match their interests
- Support students in developing independence, life skills, and a sense of community

Health & Wellness

- Monitor students' physical, mental, and emotional wellbeing, and connect them to the school's health services as appropriate

- Support the development of coping strategies for managing stress, anxiety, and other mental health concerns
- Promote healthy lifestyle habits like nutrition, sleep, and exercise
- Collaborate with the school counselor to provide holistic support for students' overall wellness

Process Tracking & Reporting

- Maintain detailed records on each student's growth, challenges, and evolving needs
- Regularly communicate with teachers, counselors, and other stakeholders about student progress
- Participate in meetings with the learning support, student life, academics and other relevant teams to share insights and coordinate ongoing care
- Propose adjustments to support plans based on observed outcomes

QUALIFICATIONS

- Bachelor's degree preferably in inclusive/special education, counseling, social work, or a related field
- Experience working with high school or college-aged students, particularly in a residential or boarding school setting
- Strong interpersonal and communication skills, with the ability to build trusting relationships with diverse populations
- Excellent organizational and time management abilities
- Knowledge of academic support strategies, social-emotional learning, and student development
- Prior experience working with students with learning difficulties and knowledge of varying student needs
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SAFEGUARDING STATEMENT

UWC CSC is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.

The school is an equal opportunity employer and values diversity. We actively encourage all qualified applicants to apply regardless of race, religion, gender, national origin, age or disability.