

DYSLEXIA ASSOCIATION OF SINGAPORE

ORGANISATION PROFILE

Join a rapidly growing organisation that has over 300 full time and flexi-scheme employees, and operates from 12 centres all over in Singapore!

The Dyslexia Association of Singapore (DAS) provides a continuum of services for children with dyslexia, their parents, mainstream teachers and other professionals in the field of dyslexia in Singapore.

JOB DESCRIPTION

Position	Educational Therapist (Mathematics) – Flexi Scheme
Division/Branch	Mathematics Programme, SES Division

We are looking for individuals with a passion in teaching Mathematics but are not able to commit to a full-time job. Candidates must be able to commit to a minimum of 8 teaching hours per week and respond at short notice to cover classes at the different DAS learning centres. They must be able to commit to this arrangement for a minimum of two years. All candidates must be registered with the Ministry of Education (MOE) before they can start teaching at the DAS.

About our Mathematics Programme

The aim of the Mathematics programme, under the Specialised Educational Services (SES) division, is to support students with dyslexia, including those who learn differently who have persistent difficulties in mathematics, particularly with understanding maths concepts and word problems. The Maths programme is open to all primary school and up to Secondary 2 students from MOE schools. These students attend DAS for additional support after school hours. Our educational therapy is based on the Orton-Gillingham approach and dyslexia-friendly methodologies.

Class size is kept to a maximum of 5 to 6 students per class. Classes are conducted once a week, 1 hour per lesson. Classes are intervention based. Therefore, teaching is centred on the needs of the child, with a strong emphasis on concept building and addressing areas of skill deficit.

The duties of DAS Educational Therapists (Mathematics) include

- Creating and delivering lesson plans that meet the students' needs and abilities, in line with the guidelines of the SES Maths curriculum
- Designing accompanying instructional materials for lessons that meet students' varying needs
- Delivering face-to-face and online lessons that are engaging and lively, employing DAS teaching approaches.
- Monitoring the progress of the students, sharing information and discussing issues relating to students' learning progress with parents on a termly basis
- Writing progress reports every semester and fulfilling other administrative responsibilities (e.g. attendance marking and timesheets)
- Conducting Parent-Teacher Conference held at the end of each semester (twice a year)
- Undergo the Quality Assurance Audit (QAA) requirements annually
- Attending all training sessions provided by the Maths team
- Participating in research to evaluate the effectiveness of the programme
- Participating in observation of classes for mentoring purposes
- Responding to relief teaching needs where necessary

TRAINING PROVIDED

The DAS places great emphasis on providing a professional service and helping our teachers develop. Educational Therapists (Mathematics) on the flexi scheme (Flexi Maths EdTs) **will need to** attend the following courses:

Initial Training

- Certificate in Dyslexia Studies
- Certificate in Supporting SpLD Learners in Mathematics
- Professional Certificate Course (PCC) in Mathematics

Subsequent Training (The schedule is subject to change)

- Certificate in Supporting SpLD Learners in Executive Function Skills
- Certificate in Educational Psychology
- Certificate in Supporting SpLD Learners in Higher-Order Mathematical Skills

The DAS will fully sponsor the course fees for the training. In view of the sponsorship, there is a 2-year minimum service period (MSP).

While the DAS is invested in providing training and support, Flexi Maths EdTs are expected to invest their personal time for the training and other matters such as attending lectures, completing the necessary course work and preparing lesson plans for the classes they are teaching.

MINIMUM SERVICE PERIOD

In view of the full sponsorship by the DAS for the training course fees, a Bond or Minimum Service Period (MSP) will apply. The length of the MSP is 640 teaching hours which normally takes two (2) years to attain.

Compensation to the DAS is payable when the Flexi Educational Therapist (Maths) do not fulfil the MSP obligations

COMPETENCIES

Personal Competencies (Core) :

- Positive learning attitude
- Great drive and initiative
- Passionate in working with children of all ages and abilities
- Patient and understanding
- Adaptability in differentiated instruction

Technical Competencies (Skills) :

- Microsoft Office
- Google Suite
(e.g. Google Docs, Google Slides, etc.)
- Zoom

REQUIREMENTS

Education:

- Degree from a recognised university.
- Minimum Grade C6 for E Maths at GCE "O" levels

Experience:

- No teaching experience is necessary; however, some experience in teaching Mathematics, and/or working with children with specific learning differences would be an advantage.

Other Skills & Knowledge:

- Strong interpersonal skills with the ability to communicate effectively.
- Flexibility in adapting to the changing needs of the programme
- Good understanding of the Singapore Mathematics curriculum would be an advantage
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WORKING HOURS

Educational Therapists (Mathematics) are expected to conduct their classes on weekday afternoons and evenings up to 9 pm, and on Saturdays and Sundays during MOE school terms. It is expected of them to teach a minimum of eight (8) hours a week.

They may also be called upon to respond at short notice to cover classes at the different DAS learning centres.

WORK VENUE

Educational Therapists (Mathematics) must be willing to travel to different DAS learning centres throughout Singapore. They must expect to work from any of our 12 learning centres in Bedok, Bishan, Chua Chu Kang, Henderson, Jurong Point, Parkway Parade, Sengkang, Serangoon, Tampines, Toa Payoh, Woodlands and Yishun.

SALARY AND BENEFITS

Successful candidates will be paid S\$50 per hour depending on relevant qualifications and teaching experience. These rates are for teaching hours only. Hours spent on lesson preparation, lesson observations, and training will not be compensated

Flexi Educational Therapists (Maths) are also eligible for annual incentives upon meeting the prevailing criteria as announced by Management. Other benefits include medical coverage for outpatient treatment by general practitioners (GPs) and specialists, hospitalization, and pro-rated leave entitlement for sick leave, hospitalization leave, maternity, and childcare leave (subject to meeting prevailing eligibility criteria).

REGISTRATION WITH THE REGISTER OF EDUCATIONAL THERAPIST (ASIA) [RETA]

The DAS has initiated the setting up of a Register of trained and experienced professional tutors and therapists who specialise in supporting individuals with dyslexia and/or related specific learning difficulties. The Register is guided by a steering committee, which comprises senior DAS staff and individuals working in the private practice and other educational bodies. The Register will provide public recognition of professional training and competence for members. Individuals are encouraged to sign up with RETA (<http://www.reta.sg/>) once they have attained the necessary training and experience.

APPLICATION DETAILS

All interested applicants are to submit the following as part of their application.

1. DAS Employment Application Form, duly completed (form can be downloaded from the Careers page of our website <https://das.org.sg/careers-at-das/positions-available/>)
2. Resume
3. Copies of educational transcripts, including GCE "O" levels

Email the above submissions to jobs@das.org.sg by 8 Sept 2024

Only complete applications (with the above 3 items) will be considered.

Due to the high volume of applications, only shortlisted candidates will be contacted for the next stage of the selection process. If you do not hear from us within two weeks of the application closing date, unfortunately, your application has not been successful. We appreciate your interest in the position.

All shortlisted candidates are required to attend a Preview Session (date to be advised), and prepare for a teaching demonstration assessment to be carried out during the Interview Session (date to be advised).

Selected candidates must be able to attend the initial training commencing **8 January 2025**