POSITION DETAILS	
Position Title	**Manager – Inclusive Education**
Division	**Quality and Assessment Department**
Department	**Ras Al Khaimah Department of Knowledge**

Role Purpose

The Manager – Inclusive Education is responsible for providing leadership to improve the quality of inclusive education across all private educational institutions. In particular, the position's focus requires providing strategic support with the development and implementation of a DOK Inclusion Strategy. This will require regular interaction with the school's Inclusion leader, principal and members of the senior and middle leadership teams in private schools. The focus is on ensuring all private education institutions are adopting and compliant with the mandatory inclusion policies and have effective systems and processes in place to provide inclusive education and maintain high level of students and staff wellbeing.

Key Responsibilities

- Provides mentoring and coaching to SENCO/ Inclusion Leads in areas of identified DOK and school need
- Supports SENCO/ Inclusion Leads and SLTs with designing and providing students of determination with alternative and accredited curriculum pathway options, responding to their diverse cognitive, cultural and linguistic backgrounds, supported by a variety of teaching methods to accommodate a range of learning styles
- Ensures Inclusion Support Teams (ISTs) consisting of the principal, Inclusion leader/SENCO the support teacher(s), and champion for inclusive education are established across schools
- Develops and works with schools to ensure they have effective systems in place for the identification and support for students of determination
- Supports the implementation of DOK and UAE policies, regulations and initiatives to strengthen inclusive education
- Delivers training to groups of schools in areas of need to support schools implement effective and world-class inclusive education
- Supports school leaders to ensure classroom teachers & other educators working in an inclusive common learning environment implement efficient and effective inclusive education instructional strategies, curricular modification, personalization, and assessment strategies
- Develop and implement standards and policies for all learning support assistants in schools including a memorandum of understanding (MOU) that clearly sets out the terms and conditions of employment within the school, and minimum levels of experience and training needed
- Identifies along with DOK team and SLTs, school specific teacher training needs across different phases and/ or departments on inclusion
- Collects and shares best practices on inclusion across private schools that will benefit the knowledge-sharing process within DOK and all private education institutions
- Deep assessment of school student and assessment data

Profile

Education:

- Bachelor's degree in special education/ Inclusion or similar || preferred Master's degree in special education/ Inclusion.

Experience:

- 8 years' UAE experience as a SEN teacher/leader of which at least the last 3 should be as SENCO/ Inclusion Lead
- More than 8 years' UAE experience as a SEN teacher of which at least the last 5 should be as SENCO/ Inclusion Lead

Languages: Excellent written and spoken English, with strong report writing and presentation skills.

Competencies

Behavioral

- Excellence in performance and outcomes
- Active communication
- Creativity and problem-solving
- Customer focus
- Team spirit
- Organizational and ethical awareness