

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 (Preschool) – Flexi Scheme
Division/Branch	Preschool Programme, SES Division

We are looking for individuals with a passion in teaching preschoolers 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 Preschool Programme

The aim of the Preschool Programme is to help preschoolers who are at risk of having dyslexia or developmental delay in early literacy, develop skills and strategies to become confident learners before they enter primary school.

The programme helps preschoolers acquire a foundation in alphabet knowledge and letter sound knowledge, leading up to learning sight words essential for reading. These abilities gear them towards reading and spelling readiness. They will also be taught strategies to cope with letter reversals. The programme follows a prescribed scope and sequence for systematic, sequential and cumulative teaching.

The duties of DAS Educational Therapists (Preschool) include

- Lesson planning: Personalise teaching and instructional materials according to students' Individualised Intervention Goals
- Teaching: Deliver the Preschool curriculum based on the students' individualised Intervention Goals to meet student's learning needs
- Documentation: Conduct pre- and post-tests, writing of Individualised Intervention Plan and progress report, submission of dyslexia assessment forms, communication log, marking and filing of students' works and lessons plans
- Parent communication: Share information on dyslexia assessment, discussion on students' progress and conduct Meet-The-Parent session twice a year in May and November, outside of class hours
- Professional Development: Attend monthly in-service training, presenting at DAS conferences such as Preschool Seminar and Unite SpLD, participating in DAS Preschool research

TRAINING PROVIDED

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

- Certificate in Dyslexia Studies

- Certificate in Understanding Dyslexia
- Professional Certificate Course (PCC) in Preschool Literacy Intervention
- Certificate in Dyslexia and Literacy Teaching (CiDLT)

The DAS will fully sponsor the course fees for the training. In view of the full sponsorship by DAS for the initial training, a Bond or Minimum Service Period (MSP) will apply.

While the DAS invests in providing training and support, Flexi Preschool are expected to invest their personal time to attend training and other matters such as meetings, completing the necessary course work and preparing lesson plans for the therapy sessions they are conducting.

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 Preschool do not fulfil the MSP obligations.

COMPETENCIES

Personal Competencies (Core) :

- Positive learning attitude
- Great drive and initiative
- Passionate in working with Preschoolers
- Strong in multi-tasking and organizational skills
- Effective communication skills and ability to engage preschoolers

Technical Competencies (Skills) :

- Microsoft Office
- Google Docs

REQUIREMENTS

Education:

- Degree from a recognised university in related fields such as Early Childhood, Education, Special Education, Psychology **OR**
- Diploma in Early Childhood Care & Education-Teaching (DECCE-T) and Certificate in Special Education **OR**
- Diploma in Special Education (DISE), Diploma in Early Childhood Intervention, or Advanced Diploma in Early Childhood Intervention (Special Needs)

Experience:

- At least 3 years of experience working with Preschoolers.
- Relevant work experience in teaching children with special needs within 0-6 years of age will be an asset

Other Skills & Knowledge:

- Strong interpersonal skills.

WORKING HOURS

Flexi Preschool Educational Therapists are expected to conduct their classes on weekday afternoons

and evenings up to 9 pm, and on Saturdays and Sundays during MOE school terms. They are expected 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

Flexi Educational Therapists (Preschool) 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, Toa Payoh, Sengkang, Serangoon, Tampines, Woodlands and Yishun.

SALARY AND BENEFITS

Successful candidates will be paid S\$50.00 per hour depending on relevant qualifications and teaching experience. These rates are for teaching hours only, and hours for lesson preparation, lesson observations and training will not be paid.

Flexi Preschool Educational Therapists on the flexi scheme (Flexi EdTs) who teach on weeknights and Sundays will receive an allowance per teaching hour. Flexi EdTs are also entitled to annual incentives upon meeting the prevailing criteria as announced by Management.

Other benefits include medical coverage for outpatient treatment by general practitioners (GP) and specialists and hospitalization, pro-rated leave entitlement for sick leave, hospitalisation 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.

Flexi EdTs will be eligible to apply for promotion to the next salary scale upon meeting the requirements, including upgraded RETA membership status.

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

Email the above submissions to jobs@das.org.sg **by 2 June 2024**

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

Only shortlisted candidates will be contacted.

All shortlisted candidates are required to attend a Preview Session on 19 June 2024

Selected candidates must be able to attend the initial training commencing **2 September 2024**