

CBM India Trust

Position Profile

CBM India Trust is committed to improving the quality of life of people with disabilities. CBM India addresses disability as a cause and consequence of poverty in the most disadvantaged communities of the world. We work in partnership with local, national, and international actors with the aim of creating a more equal society for all. Our vision is to have an inclusive world in which all people with disabilities enjoy their human rights and achieve their full potential.

Position: Teaching Assistant

Location: Jigani, Anekal Taluk, Bangalore South District, Karnataka

Reporting to: Project Coordinator / Project Manager

Position Objective:

The Teaching Assistant will play a key supportive role in the Inclusive Community Learning Centre (ICLC) by assisting the Special Educator and the Community Learning Center Team in delivering quality, inclusive education for children with disabilities. This position involves engaging children in structured learning and play activities, supporting therapy sessions, maintaining safety and hygiene standards. The role also includes community visits for child mobilization and providing pick-up and drop-off support for children attending the center.

Responsibilities:

1. Support for Inclusive Education Activities

- Assist the Special Educator during classroom sessions and activity-based learning.
- Help in preparing and organizing learning materials, charts, and teaching aids.
- Support children with disabilities in classroom participation and completing tasks.

2. Therapy and Child Development Support

- Assist therapists during physiotherapy, occupational therapy, and speech therapy sessions.
- Encourage and guide children during therapy exercises and group activities.
- Ensure the safety and comfort of children throughout therapy sessions.

3. Community Engagement and Mobilization

- Participate in community visits to identify and engage children with disabilities.
- Assist families in understanding the centre's services and facilitate the enrolment process.
- Build rapport with parents and caregivers to promote regular attendance and involvement.

4. Pick-up and Drop-off of Children

- Accompany the transport team or walk with children to ensure safe pick-up and drop-off between home and the centre.
- Ensure children are safely handed over to guardians.
- Maintain a daily attendance and transportation log.

5. Child Engagement and Daily Routines

- Engage children in play, storytelling, art, music, and sensory activities suited to their individual needs.
- Foster emotional well-being by creating a joyful, inclusive, and supportive environment.
- Assist during snack breaks, toileting routines, and personal care as needed.

6. Hygiene and Cleanliness

- Support cleanliness and hygiene in classrooms and therapy areas.

- Assist children with personal hygiene routines.
- Help clean learning aids, toys, furniture, and equipment to maintain a safe and healthy environment.

Educational and Professional Profile

- Minimum educational qualification: 10th or 12th grade pass. Additional training or certification in child development, early childhood care, or disability support is desirable or Diploma in Special Education (RCI-certified).
- Minimum 1–2 years of experience working with children, preferably children with disabilities.
- Familiarity with local community dynamics and a willingness to travel within the area for child mobilization and home visits.

Skills

- Patience and empathy with children
- Emotional Resilience
- Good listening and observation skills
- Clear communication (with children, parents, and teams)
- Cultural sensitivity, especially in rural or low-resource settings
- Strong communication skills in Kannada; basic English preferred
- Ability to work in teams and collaborate with staff at all levels with a friendly and caring attitude
- Flexible approach to work demands
- Willingness to learn and undergo basic training related to disability, inclusive education, and child development.

Other requirements

- The future job holder adheres to CBM India's policies and procedures, commits to CBM India's Child Safeguarding Policy and Code of Conduct, and follows CBM's safety & security protocols.

CBM India encourages persons with disabilities and women to explore this important opportunity. Share your profiles to jobs@cbmindia.org