

Position Description

Position Title:	Early Childhood Teacher
Position Code:	3449
Basis of Employment	Part Time
Classification:	Grade 12
Reports to:	Senior Early Childhood Teacher
Location:	Children's Services Unit, Pine Street West Wyalong
Date Position Approved:	September 2019

Primary Purpose of the Position

To champion children's safety, wellbeing and right to be heard and involved in decisions that affect their world. Recognising that the safety, wellbeing and best interests of the children are paramount by committing to provide a safe, supportive and understanding environment that builds confidence, trust, agency and secure, respectful relationships.

Primary Responsibilities

- Lead fellow educators to champion children's safety, wellbeing, rights and best interests in all decisions, practices, policies and procedures, ensuring compliance with the Education and Care Services National Law (NSW) and Education and Care Services National Regulations.
- Lead a culture of child safety and professional accountability, modelling ethical practice by addressing, documenting and reporting concerns or inappropriate practices in accordance with the National Law and Regulations, child protection legislation and service policies.
- Lead and oversee educator practice, providing direction, mentoring and feedback to ensure consistent, professional practice that promotes children's safety, inclusion, wellbeing, agency and participation to meet the requirements of the National Quality Framework (NQF) and National Quality Standard (NQS).
- Ensure effective supervision and risk management, including safe environments, appropriate ratios, transitions, excursions, emergency procedures and individual safety needs, in accordance with the National Regulations, particularly requirements relating to supervision, staffing arrangements, risk assessment and emergency and evacuation procedures.
- Maintain and guide child protection compliance, including current knowledge and application of relevant NSW Child Protection legislation, Mandatory Reporter responsibilities, the National Law, National Regulations and service child protection policies.
- Lead classroom educator's curriculum and pedagogical practice, ensuring planning, assessment and documentation reflect children's strengths, interests, voices, culture, abilities and individual needs through the service philosophy, program and practice, promoting children's social, emotional, language, cognitive and physical development.
- Lead continuous improvement with the classroom, including critical reflection, policy review, self-assessment and implementation of evidence informed practices (with Educational Leader).
- Seek, share and model best practice examples to improve the education program and educator knowledge.
- Develop and maintain professional partnerships with families, external professionals and community members to support children's safety, wellbeing, inclusion and development.
- Develop and uphold a professional relationship with colleagues, parents, stakeholders and members of the public whilst maintaining confidentiality and respectful professional boundaries.
- Maintain professional and ethical standards in accordance with the Early Childhood Australia Code of Ethics, Service Code of Conduct, NQF requirements and relevant legislation.
- Develop and model open learning relationships with all children by supporting inclusion, responding to cultural traditions, strengths, abilities, ideas and interests.
- Oversee the preparation of materials required for the program and the setting up of classroom and playground prior to the arrival of children.

- Willingness to work across all Children Services Unit services and programs, including replacing educators in the classroom when on leave or as required. Also attending meetings, workshops, webinars and conferences as required.
- Follow all Council WHS policies and procedures, work safely, report hazards and incidents and use PPE as required.
- Uphold Council's values by acting professionally, comply with all policies and procedures, supporting a safe, respectful and inclusive workplace and performing duties within your skills and responsibilities.
- Carry out other duties that are within the limits of employee's skills, competence and training.

Essential Criteria

- Bachelor's degree in early childhood education or Diploma and actively working towards a degree in Early childhood education or Bachelor's degree in Primary teaching with a Certificate III in early childhood education and care (or actively working toward).
- Current "Provide First Aid in an Education and Care setting" (HLTAID012) certificate.
- Current CPR certificate.
- Current Police Check.
- Current Working with Children Check (WWCC) number.
- Current Child Protection – Identify and Report Children and Young People at Risk (CHCPTR025) or Identify and Respond to Children and Young People at Risk (CHCPRT001) with willingness to upgrade qualification asap.
- Current Provisional 2 Driver licence as a minimum
- The successful candidate will be required to complete the mandatory Department of Education National Child Safety training prior to commencing with the children (or provide a certificate of completion).

WHS & EEO

- Demonstrates a strong commitment to WHS and EEO promoting a positive, safe and inclusive workplace that aligns with Council's values

Immunisation Requirements

This position has been identified by Bland Shire Council's Work Health and Safety Committee as being at high risk of coming into contact with potential sources of infection as part of the normal duties. Therefore, under Council's Staff Vaccination Policy it is required as a condition of employment that position holders are immunised against Hepatitis A, Measles-Mumps-Rubella (MMR), Pertussis (Whooping cough), Varicella (Chickenpox) and Influenza to protect them against possible exposure to these viruses. This process must be initiated within 1 month of employment with immunity gained within 6 months of employment to retain the position.

Working With Children's Check

If this role is identified as a position which undertakes child related work, as defined by the Child Protection (Working with Children) Act 2012, the Child Protection (Working with Children) Regulation 2013 and the Office of the Children's Guardian, you will be required to maintain a current and valid Working with Children Check, renewable every 5 years. If there is any change to your Working with Children Certificate clearance, you are obliged to report this to your supervisor immediately. The WWCC will be verified and cleared prior to commencing work with children. The Nominated Supervisor completes validation checks every 6 months to confirm children's safety and educator suitability.

Key Physical Requirements (Key = Occasional 1-33%, Frequent 34-66%, Constant 67-100%)

Standing/walking – Constant
Squatting/kneeling/stooping – Frequent
Bilateral gross hand manipulations – Frequent
Sun/UV exposure

Sitting – Occasional
Fine finger manipulations (keystrokes and writing) – Occasional
Lifting/carrying 10kg to 15kg – Occasional