POSITION SUMMARY

EARLY CHILDHOOD EDUCATOR CASUAL (399)

Directorate	Cultural & Community Services
Section	Children's Services
Classification	Band 1, Level 3, Grade 3
Position Status	Casual
Commencing Salary Range	S1$31.13– S3 $32.70 per hour
Reports to	Children's Services Coordinator
Direct Reports	Nil
Work location	BRC Children's Services

Position Purpose

The position of Early Childhood Educator is responsible for the room management, including the children, program, safety, and environment and ensuring that a high-quality service is consistently maintained in all areas and aspects of the service.

Key Responsibilities

- To ensure the wellbeing and development of children at Council's childcare facilities.
- To assist in the daily operations of the long day care service in providing quality care that complies with licencing requirements and the needs of the children.
- Ensure a safe and stimulating environment for children is provided that encourages the development and wellbeing of all the children.
- To support the implementation and evaluation of the program within the Early Years Learning Framework, based on needs, interests and development.
- To contribute to a cooperative teamwork approach of the service and foster positive relations with families and the community.
- To be flexible and work with a variety of age groups and rooms
- To work in consultation with Educational Leader

This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. A full Position Description will be provided to candidates upon request or upon offer of employment.

Selection Criteria

Essential

- Certificate III in Early Childhood Education and Care or working toward the qualification.
- A working knowledge of Early Years Learning Framework and ability to develop and implement a high-quality educational program.
- A working knowledge of National Quality Standards, Education and Care Regulations and National Law.
- Experience in a similar role in an Education and Care setting.
- Experienced in the provision of a quality educational program for children aged 0 to 5 years of age.
- The ability to work cooperatively and flexibly within a team environment.
- Well-developed interpersonal and communication skills.
- Current approved First Aid, Emergency Asthma Management and Anaphylaxis Management training.
- Current HLTAID010 Provide cardiopulmonary resuscitation
- Current approved Child Protection Training (CHCPRT001)
- Ability to take on the Role of Responsible Person when required.
- Able to comply with the requirements of the Child Protection (Working with Children) Regulation 2013 through the provision of a Working with Children Check clearance.

Desirable

- Experience working in centre-based education and care services.
- The ability to work independently and with a group of educators.
- Computer skills and experience with Storypark
- Knowledge of the local community

Immunisations

Must be fully vaccinated against COVID-19 on commencement

Expected Organisational Standards

1. Follow defined WHS procedures.
2. Provide service to customers.
3. Work effectively in the local government context.
4. Work with others in local government.
5. Communicate in the Workplace.
6. Follow defined risk management policies and procedures.
7. Follow defined ethical guidelines from Council, including Code of Conduct.
8. Follow defined environmental sustainability guidelines.

Employment Conditions

- Casual hours as required.
- Superannuation of 10% paid by Council
- Pre-employment medical including functional, audio and drug and alcohol testing is required as part of selection process.

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