

Position Description

Title:	Senior Educator (Port Augusta)
Position Number:	20802
Agreement Coverage:	RASA Enterprise Agreement 2019
Classification Level:	Grade 5
Team:	Skills Centre
Reports To:	Regional Coordinator, Community Services Training and Skills (Port Augusta)
Location(s):	Port Augusta
Position Profile:	Profile C

Primary Objective

Working as part of the regional team, the Senior Educator delivers services that respond to the workforce development needs of individuals and community service organisations across the Far North, Far West and APY Lands in South Australia. The role is responsible for designing and implementing diverse activities to increase skills and capabilities across the region. This includes individual case management support, delivering nationally recognised qualifications and non-accredited courses; coordinating communities of practice; organising career guidance and work experience/placements; and connecting learners, employers, and other training providers together, to support pathways to sustainable employment.

Position Responsibilities

- Design and deliver blended and hybrid learning programs, tailored to respond to workforce development needs in the region.
- Design and deliver nationally recognised training and assessment of competencies, skills-sets, micro credentials, and whole qualifications compliant with national standards.
- Provide individual intake, assessment and case work support for clients and students.
- Liaise effectively with stakeholder networks to enable referral and collaborative service delivery.
- Contribute to interactive e-learning materials, online courses, podcasts, and webinars.
- Actively engage in professional development to ensure knowledge, expertise and qualifications remain current.

- Liaise with, and coordinate input from RASA subject matter experts.
- Negotiate and support work experience and student placements with local industry.
- Supervise students on placement with the team, including bachelor degree placements and VET Training and Assessment work experience
- Collect data and maintain student records, entered into the appropriate business systems

Qualifications and Experience

Essential

- Tertiary qualifications at AQF level 7 in education, social sciences or related field and/or significant demonstrated experience and acquired knowledge that would be otherwise achieved through formal education.
- Certificate IV (AQF level 5) or above in Training and Assessment
- Experience delivering community services

Desirable

- A current qualification, in one or more of the following: Cert IV in Mental Health (AQF level 4); Cert IV in Mental Health Peer Work (AQF level 4); Cert IV in Youth Work (AQF level 4); Cert IV in Community Services (AQF level 4); Diploma of Community Services (AQF level 5); Diploma of Counselling (AQF level 5); Diploma of Financial Counselling (AQF level 5); Graduate Diploma of Family Dispute Resolution (AQF level 8)
- Experience supporting disenfranchised learners

Skills, Knowledge and Abilities

- Demonstrated ability to design and deliver high quality VET sector training and assessment
- Advanced skills in adult education and group facilitation
- Ability to communicate effectively with a wide range of people from different backgrounds and to respond sensitively and appropriately to people in a variety of situations.
- Demonstrated high level oral and written communication skills
- Ability to work competently in the Microsoft Windows environment, and with digital education platforms, student management systems and online communication tools
- A high level of cultural competency, and commitment to cultural fitness in regards to working with Aboriginal and Torres Strait Islander people
- Knowledge of the Vocational Education and Training system, pathways, and regulatory environment
- Ability to work independently and support the work of others
- Knowledge of job seeker needs and ways to address barriers to employment

Requirements

- Current valid driver's license.
- Own vehicle for use during working hours.
- Own smartphone for use during working hours.
- A satisfactory DHS Working With Children check.
- A satisfactory National Criminal History Check.
- Flexibility to work evening shift, extra hours/days to cover leave and other contingencies.
- Ability to adapt and perform duties as required by changing program needs.
- Appropriate attire for the professional representation of RASA with all stakeholders.

Work Health and Safety

- Demonstrate safe work practices for personal health and safety and the health and safety of others in line with Work, Health and Safety requirements.
- Comply with any reasonable instruction that is given by RASA and co-operate with any reasonable policy or procedure of RASA relating to health or safety in the workplace.

Direct Reports

- N/A

How We Work

We work within the framework of RASA's values which are [Diversity, Respect, Belonging and Learning](#).

Curiosity and creativity

We are open to enquiry and discovery; we are committed to learning individually, as a team, as an organisation and as a community. We use obstacles to drive innovation.

Do our bit well

We are realistic, practical, simple but not simplistic. We recognise that it is clients who change their lives; we, at best, inspire, enable and support change. We build partnerships with other services, and we recognise our limits.

Walk together in harmony

We listen respectfully to different perspectives, and we are open to influence. The spirit of walking in harmony is about generosity, humility and respect for the differences we each bring to our partnerships. We acknowledge what we have learned from Uncle Lewis Yerloburka O'Brien and other Aboriginal and Torres Strait Islander people and seek to continue learning about the cultural responsibility from Aboriginal and Torres Strait Islander peoples.

Using restorative practice, we work **with** each other – using high support and high challenge to sustain team culture and grow our work.

Acknowledgement

I have read, understood and accept the position as documented in this position description.

Employee Name:

Signature:

Date:
