

## **COLLEGE OVERVIEW**

Emmaus Christian College is an independent, non-denominational Christian school seeking to provide high quality Christian education to children and young people who are from Christian families that are actively involved in their local church and other families who fully support the involvement of their children in the Christian teaching, life and expression of the school.

It is critical to the College that our Christian beliefs are lived and modelled by our staff. Therefore, we seek to employ staff whose lives are a genuine reflection of their Christian faith.

Emmaus Christian College is one school, two campuses. The South Plympton Campus (F-12) operates as three sub schools: Junior School, Middle School and Senior School. The Brooklyn Park Campus is a dedicated Junior School (ELC-Year 6). The ELC operates as part of Junior School.

Both campuses offer a seamless pathway to Year 12 where children who have been offered a Foundation to Year 6 position at Brooklyn Park, have at the end of Year 6, a guaranteed entry into Year 7 at the South Plympton campus.

## **SUBMITTING YOUR APPLICATION**

**Position Title: Early Learning Educator – Diploma Qualified**

**Closing Date: Friday 6 May 2022 at 9am**

Applicants should provide:

- A written application that addresses the Key Responsibilities and Education, Experience & Skills in the attached Position Description
- Curriculum Vitae which provides full personal details, qualifications, previous employment and experience
- A completed Emmaus Christian College “Application for Non-Teaching Position Form” (This form can be downloaded from our website [www.emmauscc.sa.edu.au](http://www.emmauscc.sa.edu.au) under Staff/Positions Vacant)
- Applications can be emailed to [HR@emmauscc.sa.edu.au](mailto:HR@emmauscc.sa.edu.au) or posted to:

The Human Resource Manager  
Emmaus Christian College  
Lynton Avenue  
SOUTH PLYMPTON SA 5038

## **CONTACT DETAILS:**

For further information about this position, please contact The Human Resource Manager on 8292 3888 or email [HR@Emmauscc.sa.edu.au](mailto:HR@Emmauscc.sa.edu.au)

## **POSITION DESCRIPTION**

<b>TITLE:</b>	Early Childhood Educator – Diploma Qualified
<b>REPORTS TO:</b>	Director - ELC
<b>CLASSIFICATION:</b>	Educational Services (Schools) General Staff Award 2010 Level 5.1 (Preschool/Childcare Services Grade 4)
<b>NATURE OF EMPLOYMENT:</b>	Ongoing Full-time (38hrs per week x 48 weeks)

## **GENERAL RESPONSIBILITIES:**

- Carry out professional duties responsibly
- Adhere to the College policies and procedures
- Promote the Vision, Mission and Values of Emmaus Christian College
- Create an atmosphere and learning climate of nurture, play, respect and love
- Assist in the develop and implementation of the ELC's curriculum, policies and procedures
- Work closely with Educational Leader to assess children, evaluate learning and communicate with parents
- Nurture positive relationships with children, staff and families
- Attend meetings, functions and extra-curricular activities as required
- Participate in the College's on-going Professional Learning opportunities
- Implement an on-going, personal and professional growth and appraisal program
- Support and encourage colleagues in the professional, Work, Health and Safety and welfare aspects of Emmaus Christian College

## **ESSENTIAL RESPONSIBILITIES:**

- Ability to interact with children and families in a positive, sensitive and respectful manner
- Ability to develop and demonstrate positive behaviour strategies and support children's learning
- Ability to work with other team members in the inclusion, support and care of all children
- Sound knowledge of current child care practices
- Good knowledge of the Early Years Learning Framework
- Sound knowledge of QA principles
- Good knowledge of Licensing Regulations under the relevant Act
- Good knowledge of child health and safety including safe environments, nutritional requirements, infectious diseases and infection control
- Appropriate skills, knowledge and training in food safety and hygiene as required under the Food Safety Legislation 2001
- Experience interacting with groups of children up to 6 years of age
- Well developed observation and reporting skills
- Well developed knowledge of inclusion principles
- Thorough knowledge of centre's philosophy, policies, and procedures
- Thorough knowledge of work practices
- Ability to cope effectively in an emergency or stressful situation
- Willingness to accept supervision and seek direction
- Effective interpersonal and verbal and written communication skills
- Effective consultative, interpersonal and supervisory skills
- Effective time management skills
- Good keyboard, computer and software package skills
- Ability to use digital recording devices

## **SELECTION CRITERIA**

### **QUALIFICATIONS AND EXPERIENCE**

- Bachelor or Degree in ECE and/or Diploma in Children's Services approved by ACECQA
- Senior First Aid, CPR, Anaphylaxis, Asthma Certification
- Working with Children Check (WWCC)
- Mandatory Notification Training

### **ESSENTIAL CRITERIA**

- Active involvement in a Christian Fellowship
- Commitment to the Christian ethos of the College and the Statement of Faith
- A personal commitment to the Emmaus vision, mission and values underpinning the delivery of a Christian based education to children
- Sound understanding of the standards set by the National Quality Framework, the Early Years Learning Framework
- Knowledge and skills in the development of curriculum in line with the EYLF and NQS and incorporating the practices.
- Experience and knowledge of principles from Reggio Emilia
- Vast understanding of Nature Play and the benefits of play-based learning

### **PERSONAL ATTRIBUTES**

- Be a committed Christian with a strong passion for Biblically based Christian education
- Must be highly organised and work well with tight deadlines in a team environment
- Ability to prioritise and manage multiple projects and competing demands
- Excellent verbal and written communication skills and exceptional interpersonal skills
- Ability to work autonomously, prioritise time and work and use initiative
- Demonstrated level of motivation and ability to motivate others
- Professionalism and discretion in relation to confidential matters
- Be adaptable and represent the ELC, School and its wider community in a professional, ethical and positive manner
- A commitment to ongoing professional learning