

Junior School Teacher (Learning Support Coordinator)

Position Title:	Junior School Teacher (Learning Support Coordinator)
Job ID:	250901
Reports To:	Head of Junior School, Brooklyn Park
Nature of Employment:	Ongoing part/full time - 0.8FTE to 1.0FTE (by negotiation) Note: this is a tenured Position of Responsibility (Learning Support Coordinator) for 3 years (Review in Semester 2, 2028), alongside an ongoing Junior School teaching role.
Classification:	Band 2, Level 1 (for the Position of Responsibility), with 20 lessons release time/week (the remaining load is teaching).
Commencement Date:	January 2026

College Overview

Emmaus Christian College is an independent, non-denominational Christian school. We 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.

Emmaus Christian College is one school, two campuses. The Brooklyn Park Campus caters for ELC to Year 6. The South Plympton Campus caters for Foundation to Year 12.

Both campuses offer a seamless pathway to Year 12 where children who have completed Year 6 at Brooklyn Park have guaranteed entry into Year 7 at South Plympton.

At Emmaus Christian College we want our students to:

- **Belong** – to know others and be known.
- **Flourish** – to discover and grow into who they are in Christ.
- **Think** – to build their knowledge, apply their skills and discern the truth.
- **Respond** – to respond to the call of God in their lives.

Key Purpose

The Junior School Learning Support Coordinator (BP) will be responsible for conducting key responsibilities of the role specialising in Foundation to Year 6 for Brooklyn Park. The overall responsibilities of the role will be:

- Coordinate Learning Support across Brooklyn Park campus
- Provide team leadership for Learning Support staff for Brooklyn Park
- Learning Support Teaching
- Resource allocation & management

In addition, they will be responsible for teaching lessons, particularly covering non-contact time for other classroom teachers. They will be part of our growing team of committed Christian teachers and supported by their teaching colleagues and school administration staff, as they support the needs of our College.

Key Responsibilities (Learning Support Coordinator)

Coordinate Learning Support across Junior School campus

Identification and assessment of students with diverse learning needs

- Ensure the College maintains its obligations in line with the Disability Discrimination Act (DDA) in regards to equal opportunity for students with diverse learning needs.
- Develop and maintain processes of student identification through data management, consultative practices and clear communication with parents, teachers and other staff.
- Contribute to the analysis of student data, in consultation with the Director of Curriculum and Innovation, to determine individual and cohort needs in relation to intervention, resourcing and building staff capacity through targeted Professional Development.
- Assist in the enrolment process for students with diverse learning, sensory, social emotional needs and physical disabilities.
- Work with various external services to: organise the assessment of students; evaluate profiles across learning, social-emotional and physical aspects of development as they relate to education settings; facilitate in-school therapy sessions.

Adjustment Plans (APs)

- In conjunction with the Learning Support Administrator, oversee the regular review and maintenance of the Register of Diverse Needs across the sub-school.
- Support teachers in completing and distributing APs in line with the College's policies and procedures.

Nationally Consistent Collection of Data (NCCD)

- In conjunction with the Director of Curriculum and Innovation, oversee NCCD data collection, maintenance and submission.
- Support teachers in recording relevant information regarding adjustments being implemented for students on the Register of Diverse Needs.
- Work with the NCCD moderation team to verify data, including but not limited to evidence of disability, the level of adjustment and consultation.

Adjustments

- Assist and mentor teachers in planning, recording and enacting reasonable adjustments within the curriculum, instruction and environment, as part of the AP process.
- Provide guidance in assessment and reporting for students with diverse needs.

Student Support

- Advocate for students with diverse needs.
- Oversee and support development of appropriate, evidence-informed practices, including interventions supporting student learning, development, inclusion and wellbeing.
- Regularly evaluate the suitability and effectiveness of student support, programs and interventions.
- Take responsibility for allocating Learning Support staff across a sub-school to provide adjustments related to learning, self-care and access to the physical environment of the school, as outlined in relevant Care Plans and APs.
- Work alongside relevant Head of School, Pastoral Coordinators and Student Wellbeing Coordinators to provide appropriate wellbeing support for families.

Transition Plans

- Oversee the development and implementation of transition plans for students moving from either an Early Learning Program into Foundation and, in conjunction with the other Learning Support Coordinator, transitioning into and between college sub-schools.

- When necessary, undertake Transition visits to other educational establishments such as ELCs and, where appropriate, previous school settings. Liaise with other professionals to collect observations and evidence to facilitate a smooth transition to the College.

Parents and Caregivers

- Develop and maintain positive relationships with parents and caregivers through effective and timely communication.
- Balancing the needs of individual students and the expectations of families and caregivers with the needs of all students.
- Support classroom teachers in communicating with parents and caregivers.

Provide team leadership for Learning Support staff working across Junior School

- Act as Team Leader for the Learning Support Administrator, SSOs and LAP volunteer, at Brooklyn Park (noting that their Line Manager is the Head of Junior School, Brooklyn Park).
- Recruit staff in consultation with the Principal and/or their delegated authority.
- In conjunction with the Learning Support Administrator, Director of Curriculum and Innovation and Head of School, oversee the creation and review of relevant learning support staff timetables and programming across sub-school.
- Where appropriate, provide in-house Professional Development to assist learning support staff in their duties.
- Participate in regular observations of Learning Support staff as part of the college-wide performance development framework.
- Chair regular meetings with the sub-school Learning Support teams.
- Meet regularly with the Director of Curriculum and Innovation and other Learning Support Coordinators to discuss the implementation of Learning Support across the college.
- Facilitate open communication with each Head of School, with timely updates, regarding matters pertaining to your sub-school.
- Participate in membership of an appropriate Hub Group or network to stay connected to the broader Inclusive Education community.

Learning Support Teaching

- Provide approximately 0.5 FTE learning support teaching for students across Foundation – Year 6 (BP).
- Learning support teaching includes 1:1 support, small group withdrawals and in class support as per the AP process.
- When necessary, provide direct supervision for students with disabilities to assist with matters such as seating to walker/wheelchair transfers, toileting, eating and breaktime.
- Participate in school staff meetings and professional development.
- Complete additional and reasonable tasks as determined by the Principal or Delegated Authority.

Resource allocation & management

- Manage a budget for resource allocation and maintenance.
- Work closely with the other Learning Support Coordinators and when necessary, negotiate the equitable use of human and physical resources between sub-schools.
- Monitor and disseminate information regarding resources and professional development opportunities, relevant to diverse learning.
- Ensure teachers and learning support staff have access to high quality resources to provide for students with diverse learning needs.
- Maintain professional relationships with consultancy, regulatory and industry related organisations and individuals supporting quality and compliant practice in the area of Learning Support.

Other

- Any other reasonable and lawful duties as directed by the Executive Principal.

Key Responsibilities (Junior School Teacher)

- Demonstrate excellent skills and understanding of teaching and learning in a primary school setting, utilising a range of teaching methodologies.
- Create a warm and caring learning environment in the classroom.
- Provide excellent teaching and learning opportunities for students.
- Work cooperatively with colleagues in a team setting providing a curriculum which is challenging and engaging for students.
- Work in collaboration with other staff to ensure a distinctive Christian education by motivating, inspiring and aligning practice with the College Vision, Mission and Values.
- Encourage students in a positive and supportive learning environment where student achievements are acknowledged.
- Support and encourage a strong sense of community in the College.

Extra-Curricular and Co-Curricular Involvement (*expectations vary depending on the fraction of time employed*):

- Attendance at staff morning devotions and staff meetings.
- Attend Professional Learning sessions where required.
- Be involved in co-curricular programs of the College (eg Camps).
- Contribute to extra-curricular activities.

Working Relationships

Reports to: Head of Junior School (Brooklyn Park) and Director of Curriculum and Innovation (ELC–12).

In fulfilling both aspects of this role, the staff member will be expected to build and maintain good working relationships across the College, and parents, as well as collaborate effectively across the College. This includes, but is not limited to:

- Working closely with other teaching and administrative staff in the Junior School.
- Collaborating with Learning Support staff members, including the Learning Support Coordinator (SP).
- Partnering with Junior School teaching staff and Extended Learning teachers to ensure effective support for all learners
- Maintaining positive relationships with parents and the wider College community.

College Expectations

All staff are expected to:

- Be a committed Christian with a strong passion for Biblically-based Christian education.
- Contribute to the efficient and effective functioning of the team to meet College objectives by demonstrating appropriate and professional workplace behaviours, providing assistance to team members as required and undertaking other key responsibilities or activities as directed by the Principal or Line Manager.
- Perform their responsibilities in a manner which reflects and responds to continuous improvement.
- Support the policies and expectations of the College.

Selection Criteria

- A committed Christian with a deep desire to serve Jesus Christ as Lord.
- Demonstrated passion for biblically-based Christian education.
- An appropriate qualification in Teacher Education.
- Demonstrated passion and experience teaching students across Foundation – Year 6 classes.
- Demonstrated ability to motivate and inspire young people to achieve their potential, catering for students with a range of learning abilities.
- Evidence of excellent behaviour management skills, contributing to a safe and caring classroom environment.
- Excellent interpersonal skills and experience in working with staff, parents and students.
- Demonstrated ability in problem solving, flexibility, priority setting and time management.
- Current Teachers' Registration, valid Working With Children Check, RRHAN-EC and First Aid certification.

Submitting Your Application

Closing Date: 9:00am, Monday 13th October 2025.

Applicants should provide:

1. A written application that addresses the selection criteria outlined in the position description, available at <https://emmauscc.sa.edu.au/about/employment>
2. Curriculum Vitae, which provides full personal details, qualifications, previous employment and experience.
3. A completed 'Application for Teaching Position Form', available at <https://emmauscc.sa.edu.au/about/employment>

Application submissions must be sent to recruitment@emmauscc.sa.edu.au and include all three documents to be considered. Please reference the Job ID in the subject line: Job ID 250901.

For further information, please contact Human Resources on (08) 8292 3888 or recruitment@emmauscc.sa.edu.au