

# EDUCATION ASSISTANT EARLY LEARNING

## JUNIOR SCHOOL

**Part-time | Fixed Term (Terms 2, 3 and 4, 2018)**

### **JOB OVERVIEW**

Scotch College has an opportunity for an Education Assistant to join our Early Learning Centre supporting Kindergarten and Pre-Primary students and teachers. Commencing in Term 2, 2018, the position is 21 hours per week working 8:00am – 3:30pm Tuesday, Wednesday and Thursday during the School Term. This is an exciting opportunity as you will work in our purpose built facility for Early Learning within our Junior School. This is a fixed term contract for three terms to the end of 2018.

Scotch Junior School is an International Baccalaureate School teaching the Primary Years Programme catering for boys in Kindergarten to Year 5. We offer an enriched curriculum with specialists teaching in a range of areas. Our highly experienced team is committed to providing a high quality engaging education for all boys. At Scotch we are committed to knowing every boy.

Under teacher direction, the Education Assistant is required to assist with student supervision, intervention programmes, behaviour management plans, general student well-being and documenting student learning.

We are looking for qualified candidates who have:

- Have the ability to work effectively in a team-oriented, collaborative environment;
- The ability to build relationships with students;
- Are willing to uphold the ethos and values of the Uniting Church and uphold the ethos, values, policies and practices of the College;
- Strong communication and organisational skills;
- Show professional integrity and a passion for education;
- The ability to work effectively in a team-oriented, collaborative environment;
- Are conversant with key educational issues;
- The ability to display empathy with, and understanding of young people;
- A commitment to pastoral care coupled with knowledge of social issues that affect young people;
- Experience with assistive technologies is desirable but not essential; and
- Has experience in early years education.

In return we will offer:

- The opportunity to work within a progressive and enthusiastic team;
- A well-planned and resourced curriculum; and
- Outstanding professional development.

Scotch College is located in Swanbourne and is a leading independent boys school. It offers the International Baccalaureate Programme across Kindergarten to Year 12 as well as the choice to study the Western Australian Certificate of Education in Years 11 and 12. The College works closely with our sister school, Presbyterian Ladies College. Scotch College prides itself on the breadth and depth of education provided to our students.

The successful candidate will be required to provide a National Police Clearance and a current Working with Children Clearance.

---

Applications should be submitted via the SEEK website with the names and contact details of two professional referees.

Closing date: 9am, Monday 26 March 2018

Enquiries regarding the application process to:

Lil Watt, Human Resources Advisor

Tel: 9383 6930 Email: [Lil.Watt@scotch.wa.edu.au](mailto:Lil.Watt@scotch.wa.edu.au)

Enquiries regarding expectations and conditions of the position

John Stewart, Head of Junior School

Telephone: 9383 6874 Email: [John.Stewart@scotch.wa.edu.au](mailto:John.Stewart@scotch.wa.edu.au)