

EDUCATION ASSISTANT - EARLY LEARNING

Ongoing

JOB OVERVIEW

Scotch College has an opportunity for an Education Assistant to join our Early Learning Centre supporting our 3-year-old Kindergarten students and teachers. Commencing in Term 1, 2019, the position will initially be two days per week and increase to five days per week for Term 2. The working hours for this position are 8:00am – 3:30pm each day 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.

Scotch Junior School is an International Baccalaureate School teaching the Primary Years Programme catering for boys in Pre-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 a school of The Uniting Church, which has been at the forefront of education for boys since its foundation in 1897. Throughout its long history, the School has upheld a tradition of excellence that is reflected in a wide and progressive curriculum. The College is located in Swanbourne, Western Australia with 1,500 students from Kindergarten to Year 12. The College is an accessible and inclusive community in which student learning and wellbeing are paramount. All members of the College are committed to providing a holistic, rigorous and global curriculum that seeks to create independent learners, balanced with the tolerance and respect valued as a Uniting Church community.

At Scotch College, learning is more than academics; it is a total picture, which provides a balance between a student's intellectual, physical, emotional, relational and spiritual needs.

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

Applications should be submitted online via the SEEK website. Please include the names and contact details of two professional referees. Should you choose to address the selection criteria outlined in the job description, this can be included in your cover letter.

Closing date: 4pm Monday 19 November 2018

Enquiries regarding the application process to:

Tanya Swinny, Senior Human Resources Advisor

Tel: 9383 6930 Email: Tanya.Swinny@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