

LEAD EDUCATOR

Role Description

Function

Our ELC includes a three year old and four year old program.

The **ELC Educator (Lead)** is responsible for ensuring a welcoming, well-organised, professional and effective Early Learning room which reflects and meets the National Quality Standard. The priority responsibility of the Lutheran School Officer is to contribute positively to the team in the areas of supporting children and the delivery and regular review of the Learning Framework.

Tenure

This position is ongoing.

Conditions

37.5 hours per week, 45 weeks per year.

Line Management

This position reports to the ELC Director.

Location

This position will be located at Concordia College ELC, 20 Highgate Street, Highgate.

Essential Characteristics

Education & Qualification

- A commitment to the faith life of the College and its Lutheran identity
- Minimum qualification: Diploma in Early Education and Care
- A current Working with Children Check and RRHAN-EC certification
- Current First Aid, CPR, Asthma and Anaphylaxis accreditation

Knowledge & Experience

- Knowledge and experience appropriate to the role
- Familiarity with relevant school policies, guidelines and procedures
- Appropriate knowledge of digital technologies applicable to the role

Personal Qualities

- Demonstrates alignment with the College values:
 - **Integrity** (Our actions align with our words, even when it is difficult.).
 - **Courage** (We embrace challenge and take healthy risks.)
 - **Aspiration** (We strive for continuous growth and improvement.)
 - **Care** (We show respect and kindness to ourselves and others.)
 - **Connection** (We welcome, include and appreciate others)
 - **Grace** (We show humility, gratitude and forgiveness)
- Motivates and influences through exceptional communication and collaboration
- Demonstrates excellent professional judgement, composure and resilience when faced with challenge
- Openness to change and improvement
- Ability to work in a demanding role, including working out of normal hours.
- Projects positivity and displays genuine enthusiasm and optimism.
- Contemporaneous approach to curriculum and teaching and learning.

Selection Criteria

Teaching and Learning	<ul style="list-style-type: none"> • positive and respectful interactions with children, staff and families • contribute positively and constructively to a team environment • convey dedication, passion and enthusiasm for teaching and learning • provide engaging experiences which nurture children's wellbeing and joy of learning • respond to children's voice and provide children with choice and agency • value diversity and differentiate to support all children and families • work collaboratively with teachers and co-educators • thorough documentation based on critical reflection • continuous reporting of children's progress • continual improvement of teaching skills
Competencies	<ul style="list-style-type: none"> • knowledge of EYLF principles, practices and outcomes • knowledge of National Quality Framework and National Quality Standard • a lateral thinker and positive problem solver • display professional judgement and initiative • appropriate knowledge of relevant digital technologies • understand play-based and nature-play pedagogy
Personal Qualities	<ul style="list-style-type: none"> • energetic, motivated and innovative educator • collaborative • open-minded and inclusive • reliable and organised • open, warm and positive communication style