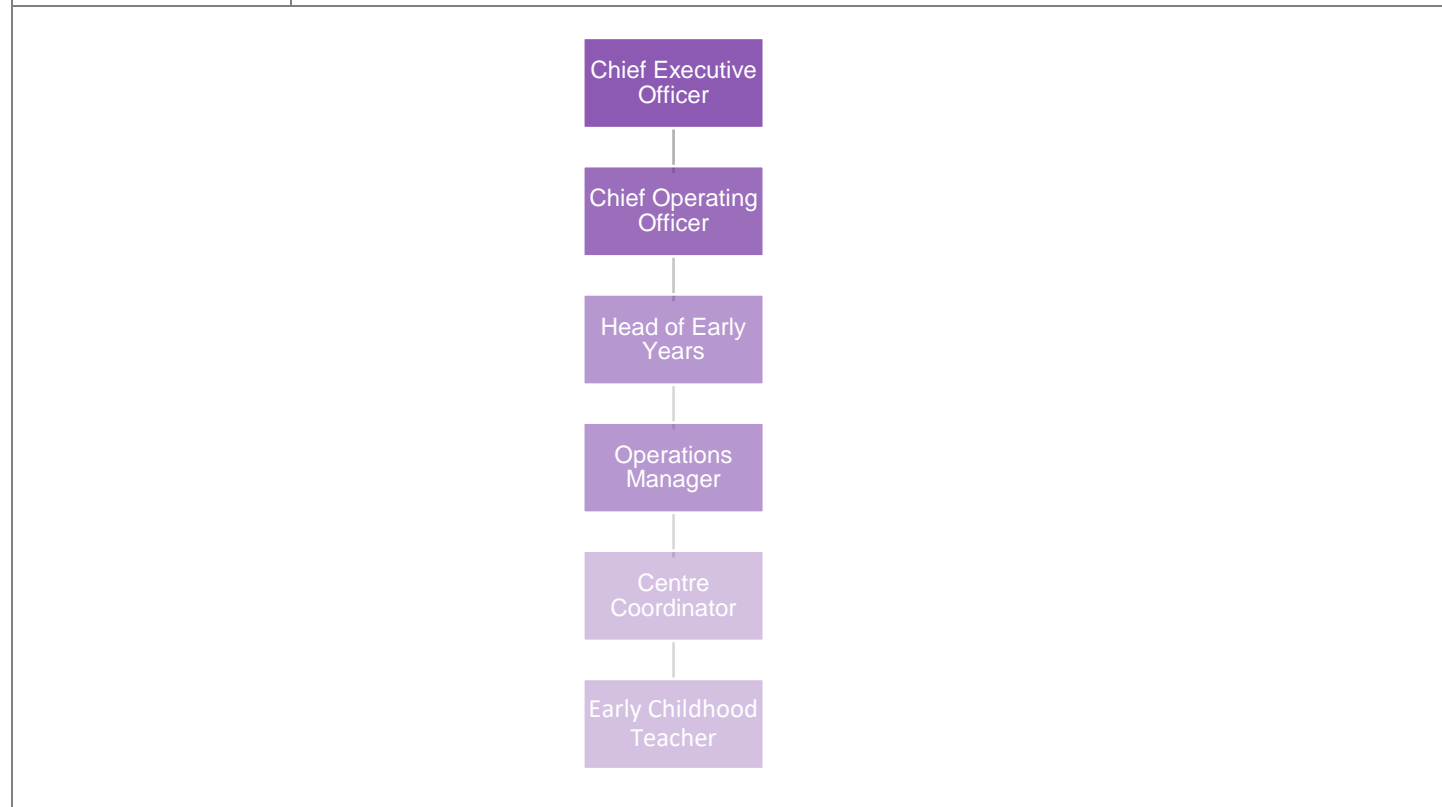


# Position Description

<b>Position Title:</b>	Early Childhood Teacher
<b>Program:</b>	Early Learning and Development
<b>Salary:</b>	Wanslea Enterprise Agreement; Level 4/5/6



## Purpose, Values and Aspiration

### Our Purpose

We support children and young people to grow and develop safely.

### Our Values

We Care

We Collaborate

We Are Accountable

We have Courage

We Celebrate

### Our Aspiration

We create exceptional opportunities for every child and young person to thrive.

## Commitment to Child Safety

Wanslea is committed to ensuring the safety, wellbeing and inclusion of all children; and has zero tolerance of child abuse or any form of harm. It is expected that staff and volunteers will always act in a way that prioritises the safety and wellbeing of children by ensuring that children feel safe and are safe.

## Diversity Statement

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Diversity, equity and inclusion are foundational to Wanslea' purpose, values and strategies. To achieve a culture of inclusion, we must unlock the power of our people. Providing access to meaningful opportunities, creating an environment in which everyone can thrive and grow personally and professionally. We strive to build and nurture a culture where inclusiveness is a reflex, not an initiative. Where there is a deep sense of pride, passion and belonging that transcends any role, service, language or country and is unified in our shared commitment to excellence, innovation and social responsibility.

## Position Intention

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This position is responsible for the planning, development and implementation of programs for children that are based on the Early Years Learning Framework.

## Key Responsibilities

<b>Purpose, Values and Aspiration</b>	<ul style="list-style-type: none"><li>• Promote and demonstrate the Purpose, Values and Aspiration of Wanslea</li><li>• Embed our Purpose, Values and Aspiration in all work practices and interactions</li></ul>
<b>Core Competencies of the Role</b>	<ul style="list-style-type: none"><li>• Develop curriculum and programs for 0-5 years that are appropriate for the individual needs and interests of the children and that reflect the Early Years Learning Framework based on being, belonging and becoming</li><li>• Maintain developmental records of children and other records, as required by the Education and Care Services National Law (WA) Act 2012 and Regulations, and the Early Years Learning Framework</li><li>• Direct responsibility for the supervision of a group or groups of children (if required)</li><li>• Work with Wanslea Early Years staff in the implementation of the kindergarten program and policies</li><li>• Ensure that children are safe and adequately supervised at all times</li><li>• Ensure Wanslea policies are implemented in providing appropriate care and educational programs for children</li><li>• Provide a supportive, stimulating, educational, healthy, safe and welcoming environment</li><li>• Discuss the specific needs of families and children with the Coordinators (if required)</li><li>• Form relationships with children that are comforting and nurturing</li><li>• Ability to undertake all physical requirements involved with the early childhood setting including bending, squatting, pushing, pulling, trunk twisting, kneeling, standing and sitting</li></ul>
<b>Organisation and Time Management</b>	<ul style="list-style-type: none"><li>• Ensure all task are carried out in a timely manner</li><li>• Carry out administrative functions within the centre as required</li><li>• Notify the Coordinator immediately about any injury to themselves or others that may result in a worker's compensation claim</li><li>• Identify workplace hazards and assist in the implementation of corrective actions</li></ul>
<b>Quality and Improvement Focus</b>	<ul style="list-style-type: none"><li>• Actively participate in a range of activities that continue to grow the Early Years services that Wanslea provides to families and children</li><li>• Keep up to date with current developments in the early childhood field and Early Years Learning Framework</li><li>• Assist in the successful implementation of the National Quality Framework</li></ul>

	<ul style="list-style-type: none"> <li>• Liaise with the community to obtain knowledge and utilise resources within the area</li> <li>• Represent Wanslea within the community, government and non-government sectors (as required)</li> </ul>
<b>Communication and Interpersonal Relationships</b>	<ul style="list-style-type: none"> <li>• Collaborate and share information and skills across the Early Years team</li> <li>• Develop and maintain positive relationships with families</li> <li>• Communicate children's developmental needs and share relevant records with their parents/guardians</li> <li>• Assist and encourage parents to be involved in all centre and service activities</li> <li>• Attend parent meetings as requested by the Coordinator or Operations Manager</li> <li>• Promote all Wanslea services in the community</li> </ul>
<b>Professionalism</b>	<ul style="list-style-type: none"> <li>• Act as an appropriate role model for children and ensure all interactions with children are positive and reflect the philosophy and policies of the service, Education and Care Services National Law (WA) Act 2012 and Regulations, and adhere to the Early Years Framework</li> <li>• Maintain confidentiality and adhere to the ECA Code of Ethics</li> <li>• Implement all Workplace Health and Safety policies and procedures</li> <li>• Follow practices, policies and procedures to ensure that equipment is maintained at an optimal level</li> <li>• Contribute to the operations plan</li> </ul>
<b>Decision Making and Problem Solving</b>	<ul style="list-style-type: none"> <li>• Ensure the Coordinator and/or Operations Manager is informed of any problems that affect the children or the smooth running of the centre</li> </ul>
<b>Teamwork and Leadership</b>	<ul style="list-style-type: none"> <li>• Attend staff meetings regularly in order to assist in the facilitation of effective communication, staff development and discussions on the management and programming for Early Years as requested by the Coordinators and/or Operations Manager</li> <li>• Provide pedagogical direction and leadership for Wanslea Early Years services in curriculum-based learning and development, and translate it to the Early Years Learning Framework</li> <li>• Be a Nominated Officer and, when required, a person to act in place of the Supervising Officer</li> </ul>
<b>Child Safety</b>	<ul style="list-style-type: none"> <li>• Embed the National Principles of Child Safety into all work undertaken</li> <li>• Ensure all reporting requirements are met in regard to any risk to child safety</li> </ul>

## Selection Criteria

<b>Essential Experience</b>	<ul style="list-style-type: none"> <li>• Bachelor of Early Childhood Education or be 'actively working towards an approved early childhood qualification and have completed at least 50% of the qualification.</li> <li>• Member of Teacher Registration Board of Western Australia (if eligible)</li> <li>• Sound understanding of the Education and Care Services National Law (WA) Act 2012 and Regulations, and the Early Years Framework</li> <li>• Awareness of current issues in children's services</li> <li>• Knowledge of Child Protection legislation and its implications for the care and protection of children</li> </ul>
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	<ul style="list-style-type: none"> <li>• Well-developed knowledge of stages of physical, emotional, cognitive, social and cultural development of children</li> <li>• Well-developed knowledge of health, hygiene and nutrition needs of children</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Proven ability to work in partnerships with families</li> <li>• Proven professional level of written and verbal communication skills</li> <li>• Experience in working as part of a team</li> <li>• Ability to work within all policies and reflect organisational values</li> </ul>
<b>Required Compliance Documents</b>	<ul style="list-style-type: none"> <li>• Current Working with Children Check</li> <li>• Current satisfactory National Police Clearance</li> <li>• Current WA Drivers Licence</li> <li>• Current First Aid Certificate (Education and Care)</li> <li>• Work eligibility within Australia</li> </ul>