Part-time Learning Assistant

Bayside Christian College is a co-educational Christian school offering ELC through to Year 12. The College is located in Langwarrin South, at the gateway to the Mornington Peninsula. The College’s 580 students enjoy learning within a caring and friendly atmosphere set within natural surrounds.

The College is seeking to appoint a Part-time Learning Assistant to provide assistance and support to our Primary Teaching staff.

The key responsibilities of this position are:

- Provide support to students identified at risk and/or as determined by the classroom teacher
- Under the direction of the classroom teacher, provide general assistance of a supportive nature
- Communicate and contribute with associated teachers regarding planning and learning activities
- Assist teachers with care of children on school excursions, sports days, and other out of classroom activities
- Assist in the maintaining of classroom tone and conduct for the enjoyable and efficient learning of all students
- Assist with the preparation and distribution of teaching aids
- Assist with clerical duties associated with students at risk

The key selection criteria for this position are as follows:

1. Demonstrated classroom experience working directly with students who have specific learning support requirements
2. Ability to carry out literacy work in an intervention program with a small group of students
3. Strong interpersonal skills, and the ability to build rapport with students, staff and parents
4. Availability to work at least 10 periods per week, across at least two or three days
5. Good organisational ability and capacity to demonstrate initiative
6. An understanding of and personal commitment to the mission and Christian philosophy of the College

A tertiary qualification in Education Support (or equivalent) is a requirement of this role.

An Employer Working with Children Check will be required before commencement of employment (unless VIT registration is held). It is a requirement of this position that the College’s Child Protection Policy and Child Safety Code of Conduct are adhered to at all times.

Email your application directly to the HR Officer, Claire Dawson (claire.dawson@baysidecc.vic.edu.au) no later than 5:00pm on Friday 10th February, 2017.

Please ensure that your application includes a cover letter and up-to-date CV, as well as contact details for two professional referees and a pastoral referee. Please also give a clear indication of your availability during school hours in your cover letter. Applications that do not adequately address the six key selection criteria will not be considered.

This organisation promotes the safety, wellbeing and inclusion of all children, including those with a disability, Aboriginal children, and children from a culturally and/or linguistically diverse background. All employees and volunteers are required to strictly adhere to our Code of Conduct and Child Protection Policy. In accordance with our Child Protection Policy, applicants will be subject to rigorous screening including background checks, Referee checks, Police Checks, Working With Children Checks and identity checks. Certified copies of qualifications may also be requested.