

Early Childhood Co-Educator

Position:	Early Childhood Co-Educator – Cert III Qualified
Salary & Conditions:	As award classification
Superannuation:	SGL Employer contribution
Employment Type:	Ongoing hours to be negotiated with the successful candidate
Reports To:	ELC Director

College Overview

Emmaus Christian College is an independent, non-denominational Christian school. We provide high quality Christian education to children and young people who are from Christian families that are actively involved in their local church and other families who fully support the involvement of their children in the Christian teaching, life and expression of the school.

Emmaus Christian College is one school, two campuses. The Brooklyn Park Campus caters for ELC to Year 6. The South Plympton Campus caters for Foundation to Year 12.

Both campuses offer a seamless pathway to Year 12 where children who have been offered a Foundation to Year 6 position at Brooklyn Park, have at the end of Year 6, a guaranteed entry into Year 7 at the South Plympton campus.

At Emmaus Christian College we want our students to:

- **Belong** – to know others and be known
- **Flourish** – to discover and grow into who they are in Christ
- **Think** – to build their knowledge, apply their skills and discern the truth
- **Respond** – to respond to the call of God in their lives

Key Purpose:

Emmaus Christian College is seeking experienced and dynamic Christian Co-Educators to contribute and assist the Early Learning Centre (ELC) in providing programs for 3- and 4-year-old children at the Brooklyn Park campus. The ELC is focused on the provision of enriched opportunities in language, communication and social development, supporting children in developing creativity, confidence, curiosity and care while exploring God's world.

Working Relationships:

Co-Educators will report to the ELC Director and will work closely with teachers and all ELC staff. Regular consultation will be an essential part of the role and good relationships will need to be developed with staff, parents and children.



General Responsibilities:

- Carry out professional duties responsibly
- Adhere to the College policies and procedures
- Promote the Vision, Mission and Values of Emmaus Christian College
- Create an atmosphere and learning climate of nurture, play, respect and love
- Assist in the implementation of the ELC's curriculum, policies and procedures
- Work closely with the Educational Leader or Room Leader to assess children, evaluate learning and communicate with parents
- Make written contributions to the record of observations on children's learning
- Nurture positive relationships with children, staff and families
- Attend meetings, functions and extra-curricular activities as required
- Participate in the College's on-going Professional Learning opportunities
- Implement an on-going, personal and professional growth and appraisal program
- Support and encourage colleagues in the professional, Work, Health and Safety and welfare aspects of Emmaus Christian College

Essential Responsibilities:

- Ability to interact with children and families in a positive, sensitive and respectful manner
- Ability to develop and demonstrate positive behaviour strategies and support children's learning
- Ability to work with other team members in the inclusion, support and care of all children
- Sound knowledge of current child care practices
- Good knowledge of the Early Years Learning Framework
- Sound knowledge of QA principles
- Knowledge of Licensing Regulations under the relevant Act
- Knowledge of child health and safety including safe environments, nutritional requirements, infectious diseases and infection control
- Appropriate skills, knowledge and training in food safety and hygiene as required under the Food Safety Legislation 2001
- Experience interacting with groups of children aged from 3 to 6 years of age
- Mitigate risk by intentional placement of self both indoors and outdoors when supervising children
- Under direction of the Room Leader, contribute to the preparation of an engaging learning environment for children
- Observation and reporting skills
- Knowledge of inclusion principles
- Thorough knowledge of centre's philosophy, policies, and procedures
- Thorough knowledge of work practices
- Ability to cope effectively in an emergency or stressful situation
- Willingness to accept supervision and seek direction
- Effective interpersonal and verbal and written communication skills
- Effective consultative, interpersonal and supervisory skills
- Effective time management skills
- Good keyboard, computer and software package skills
- Ability to use digital recording devices

Selection Criteria

Qualifications And Experience

- Certificate III (minimum) in Children's Services approved by ACECQA
- Senior First Aid, CPR, Anaphylaxis, Asthma Certification
- Working with Children Check (WWCC)
- COVID Vaccinated
- Mandatory Notification Training

Essential Criteria

- Active involvement in a Christian Fellowship
- Commitment to the Christian ethos of the College and the Statement of Faith
- A personal commitment to the Emmaus vision, mission and values underpinning the delivery of a Christian based education to children
- Sound understanding of the standards set by the National Quality Framework, the Early Years Learning Framework
- Knowledge and skills in the development of curriculum in line with the EYLF and NQS and incorporating the practices.
- Knowledge of principles from Reggio Emilia
- Understanding of Nature Play and the benefits of play-based learning

Personal Attributes

- Organised and work well with deadlines in a team environment
- Excellent verbal and written communication skills and exceptional interpersonal skills
- Ability to work autonomously, prioritise time and work and use initiative
- Demonstrated level of motivation and ability to motivate others
- Professionalism and discretion in relation to confidential matters
- Be adaptable and represent the ELC, School and its wider community in a professional, ethical and positive manner
- A commitment to ongoing professional learning

College Expectations

All staff are expected to:

- Be a committed Christian with a passion for Biblically based Christian education.
- Contribute to the efficient and effective functioning of the team to meet College objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required, and undertaking other key responsibilities or activities as directed by the College Principal.
- Perform their responsibilities in a manner which reflects and responds to continuous improvement.
- Support the policies and expectations of the ELC and the College.

Submitting Your Application

Applicants should provide:

1. A written application that addresses the selection criteria outlined in the position description.
2. Curriculum Vitae which provides full personal details, qualifications, previous employment and experience.
3. A completed [‘Application for Teaching Position Form’](#).

Application submissions must be sent to recruitment@emmauscc.sa.edu.au and include all three documents to be considered.

For further information about this position, please contact Human Resources on 8292 3888 or email recruitment@emmauscc.sa.edu.au