



*Lilly Pilly Little School  
96 Kingsford Drive  
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Ph. (02) 6685 1621*

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<b>Position Title:</b>	Early Childhood Teacher
<b>Responsible to:</b>	Nominated Supervisor
<b>Date:</b>	2022
<b>Qualifications:</b>	Bachelor of Early Childhood Education
<b>Other Requirements:</b>	Current First Aid Certificate, Anaphylaxis and Asthma Current Working With Children Check Registration with the NSW Registration Board Current Child Protection Educational Services Teachers Award
<b>Award/Agreement:</b>	

## Job Summary

The Early Childhood Teacher provides active leadership to Educators assistants in the development, implementation and evaluation of a child-focused education and care curriculum ensuring the curriculum is consistent with the service philosophy and according to the requirements of the National Quality Framework.

The Teacher contributes to the management of and supports the professional learning of staff.

- ♥ Form relationships with children which are comforting and nurturing.
- ♥ Protect children and their rights.
- ♥ Ensure that staff are providing a supportive educational environment.
- ♥ Develop and maintain positive relationships with families.
- ♥ Share information with families relating to their child and the daily activities of the Service.
- ♥ Create a safe, supportive and informative environment for families.
- ♥ Act as a resource person for families.
- ♥ Provide leadership and mentoring to Educator assistants and students to: ensure the effective running of the Room.
- ♥ Ensure daily organisation of Educator Assistants and students.
- ♥ Create a safe, supportive, stimulating and educational environment for the children.



RATED  
**EXCEEDING**  
NATIONAL QUALITY STANDARD





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## Education and Care of Children

Act in a manner that promotes the best interests of the child.

Develop and implement a high quality education and care curriculum for all enrolled children that is consistent with: The service philosophy, procedures and policies

The National Quality Standards

Education and Care Services National Regulations

Education and Care Services National Law

Early Years Learning Framework

Child Safe Code of Conduct

Lead and ensure the embedding of the Learning Framework within the curriculum and support and mentor other educators within the room.

Provide leadership and support in:

- ♥ documentation of children and family information observations of children
- ♥ evaluation of observations and planning
- ♥ implementation of plans
- ♥ reflection of own and teams' practice.

Maintain appropriate documentation of children's learning as outlined in the National Quality Standards.

Provide role modelling in the development of consistent positive relationships with children.

Respond and demonstrate considered responses to children's strengths, interests and needs and engage children in curriculum decision making.

Provide an inclusive environment to support every child's learning reflective of the diversity of the community.

## Partnerships with Families

Demonstrate respect for the families' role as the child's first teacher.

Build and maintain positive relationships with families of the service.

Ensure professional communication with families at all times.

Ensure parents are appropriately informed and consulted with about their children.

Draw on the knowledge and experience of families to support their children's learning.

Engage in shared decision making with families.



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## Partnerships with other Educators and Professionals

Build collaborative relationships with all staff in the service based on respect, trust and honesty.

Engage in professional conversations with other educators to enhance knowledge and practice.

Engage in professional conversations with other professionals as is appropriate and with the knowledge of the Director.

Acknowledge and support personal strengths, professional experience and team diversity.

## Professional Conduct & Learning

Work within the National Quality Framework, the Early Childhood Australia Code of Ethics, the Service philosophy, policies and procedures.

Engage in the service learning community approach to ongoing professional learning.

Consistently contribute as an effective team member.

Maintain awareness of contemporary Education and Care practice to inform quality service delivery.

Actively participate in performance appraisal process.

Engage in reflective practice and ongoing professional learning.

Attend and contribute to staff meetings and other whole of staff professional learning events.

Actively participate and contribute as a member of the service leadership team.

Follow the centre's Code Of Conduct and act professionally at all times.

Undertake First Aid training (including training in Anaphylaxis and Asthma) at intervals decided by the Nominated Supervisor.

Undertake Child Protection/Child Aware training at intervals decided by the Nominated Supervisor.





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## Organisational Representation

Actively support the organisation's Philosophy, policies and procedures and positively represent the organisation to external contacts at all opportunities.

Actively participate in and contribute to cross-organisation projects and activities.

## Workplace Health and Safety (WHS)

Work in a manner that does not pose a risk to self or others.

Ensure a safe and healthy work environment at all times.

Implement and monitor effective WHS practices in accordance with regulations, legislation and service policy.

Understand, implement and review emergency management procedures as required.

Ensure the Service's duty of care to children and their families is strictly maintained.

## Capabilities

- ♥ Ability to relate effectively to children and their families.
- ♥ Ability to work effectively in a team environment.
- ♥ Developed communication and inter-personal skills.
- ♥ Commitment to ongoing professional learning.

