

Early Childhood Educator

Position Description

Reporting to:	Team Leader	Work location:	Mooroopna
Department:	54 reasons	Budget holder:	No
Team:	Victorian Programs	Direct reports:	Nil

About 54 reasons

54 reasons is Australia's leading child rights organisation, proudly part of the Save the Children Australia Group and global movement. We're here to make sure that everyone understands their rights. So that children and young people have their rights met and thrive, in all their diversity.

We champion the children, young people and families we work with. We are inspired by the curiosity and creativity of children, and motivated by the love of those who care for them. With the child's voice at the centre, we provide quality services to children and their caregivers, advocating with them so that children develop, learn, and are connected, safe and confident.

Our people are proudly local, and as diverse as the communities we serve - in every state and territory, and across regions, remote areas and capital cities. With operations in every state and the NT, our services span the early years and school engagement, youth justice, domestic and family violence and family support, and our practice is grounded in child rights and participation.

Role Purpose

The Save the Children Australia group has operated a kindergarten in Mooroopna since 1969. The kindergarten is not a 'mainstream' service and is free for families and caters to families experiencing disadvantage and one or more attributes we regard as creating vulnerability in families and their children. We are an 80-child placement kindergarten providing a culturally rich early childhood curriculum to 3- and 4-year-old children.

The Certificate III or Diploma Qualified Early Childhood Educator supports the development, implementation, and evaluation of a high quality, developmentally appropriate 3 year and 4 year old kindergarten program in line with the National Quality Framework for Early Childhood Education and Care and the Education and Care Services National Regulations. The role works as a member of a collaborative service team, working closely with staff, families, partners, and management to provide a stimulating, safe, nurturing, and holistic program that is responsive to children, family, and community needs.

Key Areas of Accountability

Role requirements

- Support the development, implementation, and evaluation of a high quality, developmentally appropriate education and care program
- Support the Educational Leader and Early Childhood Teacher in the delivery of 3- and 4-year-old kindergarten program during school terms
- Work collaboratively with the Educational Leader and Early Childhood Teacher to ensure all practices at the service align with the National Quality Framework and the Early Years Learning Frameworks
- Actively support every child to participate in the program, promoting their agency, choices and influence
- Develop and maintain respectful, supportive, collaborative and responsive relationships with staff, children and families
- Respect parents and carers as children's first and most influential teacher and collaborate with them on their child's learning, development, and wellbeing outcomes
- Actively support families to participate in service decision making and experiences
- Utilise a range of teaching strategies, intentional teaching, positive and respectful behaviour guidance and reflective practice in daily work

- Support an effective and meaningful documentation of children’s learning, development, and wellbeing in accordance with the service philosophy and approved learning frameworks (in particular the Victoria Early Years Learning and Development Framework)
- Keep up to date with current developments in the Early Childhood field
- Establish and maintain links with relevant networks, resource and referral agencies and other stakeholders as required

Health, safety, security and risk management

- Be a role model for safety and security and comply with all workplace safety policy, procedure, work instructions and training
- Act safely at all times
- Report all incidents, injuries and potential hazards in a timely manner
- Participate in, and contribute to, health and safety awareness and improvements
- Be aware of, document and manage the risks associated with your team’s programs and workplaces and ensure appropriate elimination or mitigation measures are applied

Child protection and safeguarding requirements

- Maintain a child safe environment at the workplace and safeguard children’s rights, acting in the best interests of children at all times
- Comply with the Child Safeguarding Code of Conduct and child safeguarding and protection policies and standards (click [here](#) to view further details)
- Demonstrate the highest standards of behaviour towards children in both your private and professional life
- Never abuse the position of trust that comes with being a part of the Save the Children family
- Maintain a safe and positive relationship at all times when working with children and young people
- Respond to any concerns for the safety or wellbeing of a child in a program in accordance with internal reporting processes

Person Specification

Essential knowledge or experience

- Knowledge and /or experience in developing, implementing, and evaluating high quality, developmentally appropriate education and care programs in line with the National Quality Framework for Early Childhood Education and Care and the Education and Care Services National Regulations
- Knowledge and/or experience in the application of approved learning frameworks, in particular the Victoria Early Years Learning and Development Framework
- Demonstrated capacity to develop respectful and trusting relationships with children and families
- Highly developed communication and interpersonal skills
- Proven ability to work independently as well as part of a team
- Ability to create rapport and build relationships with children and adults from diverse cultural and socio-economic backgrounds, particularly Aboriginal and Torres Strait Islander families
- Ability to communicate effectively with people from diverse backgrounds and experiences
- Strong ability to develop professional relationships which are respectful and ethical

Required qualifications and/or accreditations

- Approved Certificate III or Diploma (or equivalent) in early childhood education
- A qualification that ACECQA has determined to be an equivalent early childhood educator qualification

Additional Information

- Any offer of employment at 54 reasons will be subject to a satisfactory National Police Record Check and, where required, a Working with Children Check
- Employees must sign on to Save the Children Australia’s Child Safeguarding Policy and Code of Conduct
- Ongoing performance and employment will be measured against KPIs, values and demonstrated behaviours outlined above
- 54 reasons is an Equal Opportunity Employer

Driver's Licence: Required
Working with Children Check: Required

Travel: Nil
Assets: Nil