Geraldton Flexible Learning Centre
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Position Description
Aboriginal Teaching Assistant

Role Title	Teaching Assistant
Flexible Learning Centre	Geraldton Flexible Learning Centre
Network	EREA Youth+ Central West Flexi Schools Network
Location	Geraldton, Western Australia
Report	Head of Campus/Network Principal
Hours of Duty	Full-time
Band/Wage Scale	In line with *The Roman Catholic Archbishop of Perth Non-Teaching Staff Enterprise Bargaining Agreement 2014; Salary January 2018*

Background:

Youth+ is an initiative of Edmund Rice Education Australia. EREA Youth+ services including Flexible Learning Centres (FLCs) offer a full-time and multi-year secondary education and social inclusion program for young people who have been disenfranchised from mainstream structures. Young people may express a broad range of complex education and social needs and the Youth+ services respond with a variety of flexible and innovative social inclusion and learning experiences.

EREA Youth + services provide young people with a varied and holistic set of learning experiences supporting them to identify and pursue an individual transition to adulthood, employment, further education and training and social connectedness.

Young people who attend include indigenous and non-indigenous young people who are disengaged from mainstream education for a range of reasons and include:

- Those who have had contact with the juvenile justice system;
- Those in the care of the Office of Children and Families;
- Those with a history of trauma;
- Those with a history of extended periods of unexplained absences;
- Those who are highly mobile;
- Those with mental illness or at risk of engaging in self-harming behaviours or substance abuse;
- Those who have been excluded or repeatedly suspended from school;
- Those who are homeless;
- Those who are young parents;
- Those with a generational history of early school leaving; and
- Those with a generational history of unemployment.

See www.youthplus.edu.au - Publications for further information.

Primary Role:

This position requires that:

1. The Aboriginal Teacher Assistant reports to the Head of Campus and Network Principal, EREA Youth+ Central West Flexi Schools Network.
2. He/she has responsibility to work collaboratively with all staff members.
3. Have a demonstrated understanding of issues affecting Aboriginal young people.
4. Have a demonstrated ability to communicate sensitively with and to effectively engage with Aboriginal young people, their families/carers and community.
5. Work collaboratively with staff to provide a safe, conductive work environment, for all staff and young people.
6. Support staff in providing activities/programs for young people.
7. Operate within the context of EREA Youth+ Policies and Procedures.

Qualifications and Key Characteristics:

- Be of Aboriginal or Torres Strait Islander descent, identify as an Aboriginal or Torres Strait Islander person, be accepted as such by the community in which they live, or formally lived.
- Previous experience in a similar position desirable but not essential.
- Qualification(s) in education, community services or a related area is desirable but not essential.
- Ability to obtain a positive Working with Children Clearance notice, imperative.

Principles of Operation (Respect, Participation, Safe & Legal and Honesty):

A primary responsibility for this role is to maintain fidelity to Operation by Principle and the best practice guidelines as articulated in the Youth+ Foundation and FLC Occasional Papers (available on the website www.youthplus.edu.au).

Duties and Responsibilities:

Typical duties and responsibilities include but are not restricted to:

1. **Participates in program provision to support Learning Opportunities**
   - Collaborates with teaching staff to support an environment of learning.
   - Assist with learning groups and/or individual learning of young people.
   - Help develop new skills to support learning outcomes.
   - Assist staff with incorporating an Aboriginal perspective into their routines and programs.

2. **Supporting Aboriginal Students**
   - By acting as a positive role model.
   - Supporting and mentoring young people within the centre.
   - Supporting young people with a focus on education and wellbeing.
   - Providing cultural advice as required.
   - Identifying options for supporting Aboriginal young people.
   - Providing relevant information that may explain behaviour or absence from school e.g. community/cultural events, grief and loss issues.

3. **Engagement and Connections**
   - Visiting families offsite to promote the importance of school attendance.
   - Explaining school culture to families and engaging Elders in the school community.
   - Liaise with external agencies as required for example, allied health serviced, psychologists and government agencies.

- Assisting with any school based Aboriginal committee.
- Promote the school within the Aboriginal community by informing about successes, achievements and the positive qualities of the centre.
- Assisting with organisation of events e.g. Reconciliation Week, NAIDOC Week, Sorry Day.

4. **Supporting the integration of the Aboriginal and Torres Strait Islander Histories and Cultures**
   - Sharing special cultural considerations with centre staff.
   - Providing guidance about local customs, history, cultural protocols and practices.
   - Reviewing Aboriginal resources in conjunction with the school GECKOS Coordinator.
   - Providing advice of a cultural nature when assisting with the development of teaching programs.
   - Encouraging staff to use the GECKOS website and other resources.

5. **Administrative Responsibilities**
   - Maintains appropriate records and prepares reports as required.
   - Maintains records on the database.
   - Support teaching staff in the development of personal learning plans.
   - Participates in the daily routines and activities of the FLC e.g. morning meetings, lunch, electives, outings, camps.

6. **Supports child protection procedures according to policy**

   In consultation with the Head of Campus and Network Principal of EREA Youth+:
   - Provide support to teaching staff and young people dealing with issues of child protection.
   - Maintain accurate records in consultation with teaching staff.

7. **Support team participation/multidisciplinary practice**
   - Participate in professional supervision.
   - Participate in regular whole team reflective practice sessions including daily staff debrief.

8. **Other identified duties specific to the role in this Flexible Learning Centre**
   - Carries out duties and tasks that may be reasonably assigned by the Head of Campus and/or the Network Principal from time to time.

Applications:

Applications should be forwarded to CentralWest.Recruitment@youthplus.edu.au no later than close of business 15 June 2018 and need to include:

- A response to the selection criteria (listed below).
- A current resume outlining previous experience and skills.
- Two referees (including contact details). Please include a referee from your current or most recent place of employment.

For further information, please contact Heather Brett on 0419 300 372 or email CentralWest.Recruitment@youthplus.edu.au

Youth+ supports the rights of children and young people and is committed to providing a safe and supportive Environment, directed a ensuring their safety and wellbeing. All applicants for this position will be subject to EREA screening procedures.

Selection Criteria:

1. Demonstrated experience in working with disenfranchised young people with complex needs, their families and community, to support their learning environment.

2. Demonstrated ability to identify options and providing relevant information for supporting Aboriginal young people.

3. Demonstrated ability in providing guidance about local customs, history, cultural protocols and practices and assisting with the development of teaching programs.

4. Ability to work effectively as a member of a multi-disciplinary team.

5. As part of a team, ability to support staff to build strategies to assist young people's attendance.

6. Understanding of, or the ability, to acquire an understanding of working under four principles of operation: Respect, Safe and Legal, Honest, and Participation.

> *Brief explanation of Operation by Principles: All flexible learning centres operate under this framework and this is a significant point of difference from mainstream schooling. The principles establish a "common ground" among staff, young people and families, where the means to resolve conflict, negotiate learning, recognise right and responsibilities, are modelled and explored, both within the group and individually (see Occasional Paper, available on the website, for further information).*

Foundation Statement:

Youth+ seeks to respond to the needs of young people disenfranchised and disengaged from education. They provide a place and an opportunity to re-engage in a suitable, flexible learning environment.

Flexible Learning Centres seek to build honest and authentic relationships with young people, their families and communities, supporting and celebrating the uniqueness and dignity of each person.

Flexible Learning Centres are guided by the vision of Edmund Rice about the empowering service of education, to achieve personal and community liberation through educational experiences that enable transformation.
Abor

Strategic Values:

Within our radical, social and ecological justice framework, Flexible Learning Centres are intentional learning communities that articulate the following core values through authenticity and integrity and are expressed through the life journey of its members.

SAFETY

Safety within our environment is liberating, holistic and implicit in all aspects of community life. This includes non-violence, peaceful resolution of conflict, celebration of diversity, freedom from judgement, security to take emotional and intellectual risks.

RELATIONSHIP

Relationships are formed on shared common ground with compassion and love, respecting and celebrating the individual. We embrace the connectedness of complex and authentic relationships within diverse communities.

COMMUNITY	Our dynamic communities seek to be life giving environments where the dignity of all is honoured. Our communities are multi-dimensional spaces for the liberating power of learning and engaging together.
TRANSFORMATION	We walk together on journeys of individual and community transformation. We are sustained by and celebrate our commitment to hope, optimism and a belief in the possible
ECO-JUSTICE	Eco-justice calls us to enact our responsibility to the interconnectedness, sacredness and dignity of all creation.

Acceptance

I, (print name)……..... have received, reviewed and fully understand the Position Description for an Aboriginal Teaching Assistant at Geraldton Flexible Learning Centre. I further understand that I am responsible for the satisfactory execution of the essential functions described therein.

Signature: ……. Date:……