

Diploma Early Childhood Extended Hours Care (Afternoon) Position

Preshil is a small, secular and progressive co-educational school for ages 3 and 4 through to Year 12. The children take an active role in their education and develop responsibility for their decisions and actions. Preshil is about allowing children to find their voice and explore their own passions.

The Kindergarten sits at the heart of the Junior School. It is a natural and homely environment with an educational program that seeks to establish the values and philosophy of the whole school.

We recognize the valuable role that educators play in the lives of children and we are seeking a vibrant, professional and nurturing diploma qualified educator to join our team in the extended hours care program.

This part-time position commences in Term 4, 2016 and involves working independently with a group of less than 11 children, aged 3-6 years.

Monday to Friday 3.00pm – 6.00pm

Key Selection Criteria

- Demonstrate an understanding of Preshil's values and progressive education in the 21st century
- Plan and deliver a nurturing and creative program, providing positive and engaging experiences and interactions for all children attending
- Document and evaluate the program plan to provide high quality care and education of all children
- Demonstrate the ability to support the wellbeing and development of children as they participate in the program
- Set up inviting experiences for children and prepare the classroom for the kindergarten program the next day
- Communicate effectively with families and share observations with the teachers on all children attending with regard to individual needs and progress
- Demonstrate high-level skills to support children in developing the ability to self regulate and manage their behaviour
- Liaise with the Director of Kindergarten and other staff to ensure smooth delivery of the program
- Demonstrate an ability to plan, work and manage responsibilities effectively without direct supervision
- Supervise a safe environment ensuring all experiences (including the supervision of afternoon snack and play experiences) are conducted in accordance with Children's Services Laws and Regulations
- Demonstrate sound knowledge of the Early Years Learning and National Quality Framework
- Maintain accurate and complete records of child attendances, budget and any incidents occurring during the program, as required
- Familiarity with emergency procedures and ability to implement if necessary
- Other activities as requested by Preshil teaching staff

Qualifications and experience

- Diploma of Early Childhood Education and Care
- Current Working with Children Check
- Current First Aid Level 2, CPR, Anaphylaxis and Asthma training
- Previous experience working with children is a pre-requisite