

Senior Educator Position Description

Overview

The Senior Educator develops and delivers quality education program and practice and supports all children within the allocated room, to participate in the program. You will use and implement the Goodstart Practice Guide and apply your expertise in Early Years Learning Framework (EYLF), child development and learning to ensure the room's program and practice meet or exceed the National Quality Standard.

Working closely with the Centre Director, Assistant Director, Early Childhood Teacher and Education Leader, you will establish positive relationships with children and families to ensure your program is responsive and inclusive.

You will coach and supervise the room's Educator/s (where allocated) to deepen their understanding of curriculum and pedagogy, and embed a culture of ongoing reflective practice.

In your role of Senior Educator, you will commit to maintaining professional work standards at all times.

Key deliverables:

- Maintain a safe environment for children, families and team members.
- Comply with National Quality Standards (NQS) and Goodstart Policies, Procedures and Requirements.
- Use and implement the Goodstart Practice Guide to deliver high quality education program and practice in collaboration with the Education Leader.
- Build and maintain strong, positive relationships with families, children and the Centre team.
- Actively contribute to delivering the Centre and business plans.
- Support a culture of reflective practice and continuous improvement.
- Contribute to a professional and positive work culture.

Reporting Lines

Department:	Operations
Reports to:	Centre Director
Direct reports:	Educators (where allocated)
Internal relationships:	Centre Team, Early Learning Consultants, Area Manager, Early Childhood Teacher, Professional Learning Consultants, Social Inclusion Coordinator, Centre Support Office
External relationships:	Children and families, community partners, government agencies and departments, Employee Assistance Program

The Goodstart Team

As one of the largest social enterprises in Australia, the Goodstart team cares for 73, 000 children from 61, 000 families across 644 Centres in all states and territories of Australia. Our people are our foundation; together we are working to ensure children have the learning, development and wellbeing outcomes they need, for school and life.

1. Safety: Ensure a safe environment and culture.

- Maintain and ensure a healthy and safe environment and comply with Goodstart's safety systems and relevant legislation to recognise risks and non-compliance in the Centre.
- Escalate issues to the Centre Director (as required) and collaborate to develop and implement timely actions to resolve and prevent the re-occurrence of incidents.
- Actively champion and maintain a safety culture, in line with Workplace Health and Safety requirements.
- Maintain a thorough knowledge of relevant Child Protection Law matters applicable to the jurisdiction and proactive response to child protection matters.

2. Quality: Raise the quality of early learning.

- Maintain knowledge of the National Quality Framework (NQF) and support Centre performance to meet and/or exceed all National Quality Standards (NQS).
- Comply with Goodstart's Policies, Procedures and Requirements.
- Actively contribute and support the Centre's continuous improvement through the Quality Improvement Plan (QIP).
- Apply knowledge of contemporary Early Childhood Education and Care (ECEC) theory and practice in consultation with the Education Leader
- Use and implement the Goodstart Practice Guide to deliver responsive, high quality education program and practice to deliver responsive, high quality education program and practice
- Develop meaningful pedagogical documentation and reflective practice.
- Reflect the Centre's 'Statement of Philosophy' and 'Centre Vision' in everyday practice.

3. Business: Apply strong business and finance discipline.

- Contribute to Centre targets through effective room management.
- Maintain strong organisational knowledge of Goodstart and the Centre to deliver high quality education program and practice in the room.
- Effectively lead and manage the room and resources and prioritise and direct activities to maximise an effective learning environment.
- Contribute to the development, implementation and review of the Centre plans

4. People: Support attraction, retention and engagement of great people.

- Lead and mentor Educator/s to build and sustain a constructive teaching environment and identify professional development opportunities and manage performance.
- Seek examples of best practice to build capability and contribute to Centre performance.
- Lead, role model and communicate best practice to Educator/s and the Centre team to encourage high performance and maintain a positive team environment.

5. Partnerships: Create and maintain productive and purposeful relationships.

- Build and maintain positive and reciprocal relationships with families and children to respond to individual child and family needs.
- Proactively respond to child and family needs and offer strategies and advice to parents on potential supports available to help with parenting
- Develop internal partnerships and purposeful networks to respond appropriately to child and family needs
- Develop and work collaboratively with internal and external partners, to enhance the Centre's service as required.
- Support the Centre Director and establish and maintain purposeful links with the community and external partnerships to deliver best outcomes for families and children.

6. Inclusion: Support access, active participation and inclusion of all children and families.

- Support the Centre’s commitment to Goodstart’s inclusion goal to ensure access for all children and families.
- Support the Centre Director to ensure families and children especially those experiencing vulnerability can meaningfully participate within the program.
- Ensure timely support and follow up is provided in collaboration with families.

7. Change: Support change to realise Goodstart’s Vision.

- Support and promote change initiatives throughout the room and within the Centre.
- Maintain currency of early years knowledge and apply this knowledge to support the continuous improvement agenda for the room and the Centre.

Behavioural Expectations

Professional Work Standards

- Demonstrate the highest levels of honesty and integrity.
- Reflect the expected standards of behaviour as described in the organisation's principles and Code of Conduct.
- Comply with the Early Childhood Code of Ethics.
- Observe professional boundaries and standards.
- Seek assistance with ethical dilemmas.

Accountability

- Take responsibility for personal work outcomes.
- Be solutions orientated.
- Assist others to understand the role and responsibilities

Interpersonal Skills

- Effectively communicate with individuals and groups.
- Establish meaningful relationships.
- Model appropriate self-awareness, self-management and social awareness.

Creativity & Innovation

- Look for ways to improve current work practice and processes.
- Encourage new ideas.
- Support the implementation of improved service models.
- Take responsibility for personal improvement and development.
- Help other to adapt to change.

Resilience

- Respond positively to changing circumstances.
- Recover from setbacks and overcome obstacles and impediments.
- Persist and focus on achieving organisational objectives through periods of extreme pressure.
- Monitor own emotional reactions and seek support as needed.
- Display a positive outlook in difficult situations.

Required Experience

- Demonstrated experience as an Educator or ability to quickly demonstrate appropriate early education practice.

Qualifications

- Diploma level early childhood qualification (as approved by ACECQA)
- Current First Aid Qualification in accordance with ACECQA guidelines

Checks

- Relevant Working with Children Check (Blue Card – QLD)

Delegations

- Nil