

# LAUNCESTON CHRISTIAN SCHOOL

## POSITION DESCRIPTION



<b>POSITION TITLE:</b>	Education Support Teacher (Primary)
<b>APPOINTED BY:</b>	Board of Directors / Principal
<b>RESPONSIBLE TO:</b>	Head of Student Support
<b>AWARD:</b>	Tasmanian Independent Christian School (Teachers) Multi Enterprise Agreement 2025
<b>EMPLOYMENT FRACTION:</b>	0.8 - 1.0 FTE

### ABOUT OUR SCHOOL

Launceston Christian School is a co-educational independent K-12 Christian School on one campus, set beside the beautiful Tamar River with views to the mountains. The school is distinctively Christ-centred and is committed to providing for the spiritual, emotional, social, physical and academic flourishing of all school community members. We are proud to offer a quality Christian education within a nurturing and supportive environment, where each student is encouraged to find their identity in Christ and celebrated for their God-given uniqueness. Teaching and learning at LCS is contemporary and focussed on student growth. Education Support staff are part of a collaborative Support Staff team who work cooperatively to support students and each other.

The school's vision is to glorify and honour God through Christ-centred education. The school motto – *In Christ, Wisdom and Knowledge.*

Our school core values are:

- Faith in Action
- Compassion from the Heart
- Connectedness with People, Place and God
- Growth as Lifelong Learners

Why join us:

- Supportive, caring, Christian school community
- Make a meaningful contribution to the lives of students with additional needs
- Access the beautiful Tamar Valley region and historic Launceston city
- Work close to Launceston CBD, airport, parks and nature reserves
- Short commutes and no traffic

## POSITION SUMMARY

We are seeking a dedicated teacher with genuine passion for helping students thrive and grow using personalised learning adjustments and evidence-based strategies to enhance learning. The Education Support Teacher will support young people with additional needs, disabilities and trauma backgrounds by fostering their faith, independence, strengths and talents.

Education Support Teachers play a pivotal role in providing tailored education for students with complex needs. They work with other staff to create inclusive and supportive learning environments for students so they can thrive academically, socially, emotionally, spiritually and physically. Continually growing in knowledge of best practices around inclusive education and fostering inclusive education practices is integral to this role.

The Education Support Teacher will:

- Develop and maintain Individual Education Plans (IEP)
- Support teaching staff and Teaching Assistants in understanding diverse students, making adjustments to curriculum, learning programs and reports
- Participate in meetings to collaborate with teachers, students, parents, carers and other stakeholders to support student participation and learning
- Assist in developing and sourcing resources and implementing teaching strategies to help students participate in class and learn
- Work with families, external providers and students through the processes of psychoeducational assessments
- Coordinate and teach literacy, numeracy and social wellbeing intervention programs for small groups of students or individuals to address learning gaps
- Undertake Professional Development and share learning with staff in areas pertinent to inclusive education

## REQUIREMENTS FOR THE POSITION

### Essential Requirements:

- Passion for contributing to a positive, inclusive school culture where all students can thrive and achieve
- Strong understanding of child and adolescent development
- Proven ability to exercise independent judgement with planning and time management skills to achieve outcomes
- Well-developed interpersonal, written and verbal communication skills to effectively liaise with a wide range of stakeholders
- Commitment to ongoing professional learning
- High level of organisation, computer literacy and administrative capability

### Preferred Requirements:

- Experience in supporting students with additional needs, disabilities, trauma or learning difficulties using differentiated and universal design instructional strategies
- Knowledge of literacy and numeracy intervention programs and experience in delivering these programs
- Understanding of laws and policies relevant to education of students with disabilities, Nationally Consistent Collection of Data processes, and Individual Education Plans, or willingness to learn in these areas

## KEY RESPONSIBILITIES

### Education Support:

- Provide advice and support for teachers to help address the individual learning needs and abilities of students
- Maintain thorough understanding of individual students, including how they learn, their interests and skills, and the nature of their disabilities and diverse profiles
- Provide and guide intervention programs for students in groups or individually, particularly in the areas of literacy and numeracy, in conjunction with the Primary teaching team
- Maintain knowledge of NCCD processes and requirements, and contribute to NCCD evidence collection
- Collaborate with staff, families and external providers to develop shared understandings of students' strengths, challenges, school goals, to maximise inclusion and support student success
- Assist teachers in writing Individual Education Plans and specific goals
- Support positive behaviour management strategies for students with disabilities
- Provide observations, referral letters and assessment screeners for the families of students seeking assistance with diagnoses
- Give students a voice, help them to discover and talk about what helps their learning, and develop their independence
- Participate in professional development activities to enhance knowledge and skills in supporting students with disabilities and diverse profiles

### Duty of Care and Pastoral Care:

- Maintain a high level of pastoral care
- Ensure students are correctly and neatly attired according to the Uniform Policy
- Familiarisation with policies relating to students
- Assist in playground and afterschool duty as directed
- Submit Risk Assessments for approval for any high-risk activities, incursions and off-site excursions
- Complete/Report any incidents or hazards as soon as possible
- Participate in Professional Development activities. All teachers are expected to attend staff development and curriculum days as determined by the Principal or their delegate

### Other Responsibilities:

- Bring a Christian perspective to bear in all aspects of work
- Adhere to Launceston Christian School's Code of Conduct and policies
- Develop and maintain positive and professional relationships with staff and students
- Attend and participate at Devotions and other staff meetings / committee meetings as required
- Undertake relevant training and development as and when required
- Undertake teaching and extra-curricular duties as required. This may include relief cover, supervision duties and attendance at out of hours school events.
- Other reasonable duties as required by the Principal or Head of Student Support

## CONDITIONS OF EMPLOYMENT

- Conditions of Employment are outlined in the Tasmanian Independent Christian Schools (Teachers) Multi Enterprise Agreement 2025 (CMEA) and National Employment Standards
- Employees must be committed and active in their relationship with Jesus Christ, evidenced by regular attendance and engagement with a local church community. The expression of that faith will be consistent with LCS's Statement of Faith
- All staff are expected to comply with all school policies and adhere to the LCS Staff Code of Conduct
- Current registration with the Tasmanian Teachers Registration Board and relevant tertiary qualifications
- Current Tasmanian Registration to Work with Vulnerable People (RWVP) (employment category)
- Annual completion of relevant Child Safety and Duty of Care online compliance modules
- Ability to obtain and successfully complete First Aid training (HLTAID011)

## WORKPLACE HEALTH & SAFETY

As a 'Worker' under the Work Health & Safety Act 2012 (Tasmania):

- Adhere to all 'reasonable care' requirements of a Worker under Section 28 of the Act (summarised as follows):
  - (a) Take reasonable care for his/her own health and safety
  - (b) Take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
  - (c) Comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the Board/Leadership to allow the person to comply with this Act
  - (d) Co-operate with any reasonable policy or procedure of the School relating to health and safety
- Report any potential hazards or perceived risks promptly using the School's online forms
- Report any incidents involving injury to themselves or others as soon as possible
- Report any incidents involving damage to buildings, plant or equipment as soon as possible

## SAFEGUARDING CHILDREN AND YOUNG PEOPLE

Our organisation takes safeguarding children and young people seriously, and as an employee of Launceston Christian School, you are required to meet the behaviour standards outlined in our Staff Code of Conduct. You will receive a copy of the Code of Conduct as part of your onboarding.

In our delivery of services to children and young people, Launceston Christian School requires the highest level of ethical and moral practice. As part of your safeguarding duties, you are required to:

- provide a welcoming and safe environment for children and young people
- promote the safety and wellbeing of children and young people to whom we provide services
- provide adequate care and supervision of children and young people in your charge
- act as a positive role model for children and young people
- report **any** suspicions, concerns, allegations or disclosures of alleged abuse, to management
- report any breaches of policy by staff, however minor, to Launceston Christian School management
- maintain valid Working with Vulnerable People (Employee) documentation
- report to management any criminal charges or convictions you receive during the course of your employment that may indicate a possible risk to children and young people
- ensure all Launceston Christian School policy compliance is met in a timely manner