

LAUNCESTON CHRISTIAN SCHOOL

POSITION DESCRIPTION



POSITION TITLE:	Education Support Teacher (Primary)
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APPOINTED BY:	Board of Directors / Principal
RESPONSIBLE TO:	Head of Student Support
AWARD:	Tasmanian Independent Christian School (Teachers) Multi Enterprise Agreement 2025
EMPLOYMENT FRACTION:	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 kanamaluka 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
- Support teaching staff and Teaching Assistants in making adjustments to the curriculum, learning programs and reports
- Facilitate meetings and collaboration with parents, carers and other stakeholders
- Maintain record keeping in line with NCCD guidelines
- Assist in creating resources and participate in co-curricular activities as required
- Work with families, external providers and students through the processes of psychoeducational assessments
- Coordinate literacy, numeracy and social wellbeing intervention programs, including training of staff
- Lead or coordinate Professional Learning opportunities for staff in areas pertinent to inclusive education

ESSENTIAL REQUIREMENTS

- Passion for inspiring, guiding and supporting young children in realising their potential
- Experience supporting students with additional needs, disabilities, trauma or learning difficulties
- Minimum two years teaching experience, with experience/qualifications in learning support
- Demonstrated ability to implement individual and group intervention programs
- Experience using differentiated and universal design instructional strategies
- Proven ability to exercise independent judgement with planning and time management skills to achieve outcomes
- Proven capacity to work as part of a team in an education setting
- Well-developed interpersonal, written and verbal communication skills to effectively liaise with a wide range of stakeholders
- Commitment to ongoing professional learning in the areas of literacy and numeracy acquisition, inclusive education, holistic student flourishing and behaviour management
- Strong understanding of child and adolescent development
- A capacity and willingness to embrace the school's "Philosophy of Education and Teaching Doctrinal Standards"

KEY RESPONSIBILITIES

Education Support:

- Promote differentiated and universal instructional strategies to accommodate various abilities within the classroom
- Ensure that programs and resources are of a high quality with a strong research base
- Employ a variety of instructional techniques and assistive technologies to address the individual learning needs of students
- Organise scaffolded support and accommodations to help students overcome learning barriers
- Maintain thorough understanding of individual students, including how they learn, their interests and skills, and the nature of their disabilities
- Regularly review student progress and adjust instructional strategies accordingly to ensure the attainment of learning goals
- Maintain knowledge of NCCD processes and requirements
- Foster a positive, healthy and inclusive school culture where all students feel valued, respected and supported
- Support behaviour management for students with disabilities in both proactive and reactive situations
- Assist with organisation to enable students with diverse abilities to have opportunities to be included in camps and co-curricular activities, along with neurotypical peers
- Work closely with parents, guardians and caregivers to develop shared understandings of students' strengths, challenges and school goals
- Collaborate with colleagues, support staff and community resources to maximise inclusion opportunities and support student success
- Organise, recommend and lead professional learning for staff to help them understand students with different needs and teach using appropriate strategies
- Communicate regularly with staff about interventions and supports students are accessing out of class
- Coordinate the work of Teaching Assistants in cooperation with class teachers
- Stay informed about latest research, trends and best practices in special education and inclusion
- Participate in professional development activities, workshops and training sessions to enhance knowledge and skills in supporting students with disabilities
- Maintain a professional level of record keeping, communication, reporting and organisation of student file notes
- Provide observations, referral letters and assessment screeners for the families of students seeking assistance with diagnoses and NDIS funding

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