

Position Title:	Teacher's Aide P-12 (Full-Time/Part-Time)
Report to:	Executive Principal
Directly Report to:	Heads of School
Collaborate with:	Teaching Staff and Family Engagement
Award:	NSW Christian Schools General Staff Multi-Enterprise Agreement 2020-2023
Role Description:	<p>To work under the direction of the Heads of School and teaching staff. The Teacher's Aide will support the Heads of School and teaching staff to maximise student learning outcomes for students needing interventions including extension. The role will include some administration duties. The Teacher's Aide is responsible to the Executive Principal via the Heads of School.</p> <p>This position will be based in and operate out of the Primary and Secondary classrooms.</p>
School Overview:	<p><i>Pioneering the Future of Education:</i> At Hunter Christian School, we're not just educating students; we're shaping the future of learning. We're embarking on an exciting journey to revolutionise education, and we want you to be part of it.</p> <p><i>Unparalleled Professional Development:</i> Imagine enhancing your teaching skills with guidance from world-renowned experts. At HCS, you'll have the opportunity to grow through training with Harvard neuroscientists, gaining cutting-edge insights into how the brain learns. This knowledge will empower you to create more effective, engaging learning experiences for your students.</p> <p><i>Leadership for All:</i> We believe every staff member has leadership potential. That's why we've established a Staff Leadership Academy open to all. Here, you'll develop crucial skills in communication, emotional intelligence, and strategic thinking, preparing you for future leadership roles within education and beyond.</p> <p><i>A Community of Rich Learning:</i> At HCS, we're committed to fostering a genuine Christian community where rich learning thrives. Our Christ-centred approach ensures that every student is known, seen, and supported on their educational journey. You'll be part of a passionate team dedicated to igniting a life of purpose for each child.</p> <p><i>Pioneering a New Approach:</i> We're developing an innovative approach to education that will set new standards in the field. You'll have the opportunity to contribute to this groundbreaking initiative, shaping the future of learning for generations to come.</p> <p><i>Join Us on This Journey:</i> Together, we can create an educational experience that truly prepares students for the challenges and opportunities of tomorrow and transform lives and shape the future of education.</p>

Essential Duties and Responsibilities, including duties as required by the Executive Principal

1. Operations

- Consult with Teaching Staff and Heads of School contribute to deliver Individual Education Programs
- Document interactions with students, parents and teachers
- Attend staff meetings
- Attend a range of school activities including Sports Days, Camps, Chapel, Incursions and Excursions when needed
- Undertake other appropriate duties as may be assigned by the Heads of School which promote the cohesive professional flow of information
- Support of the Heads of School and individual classroom teachers
- Work with students individually or in small groups on activities planned by the teaching team under the supervision of the class teacher

	<ul style="list-style-type: none"> - Assist the students to comply with teacher instruction - Observe the students and draw the attention of the teacher to the students when necessary - Assist during class activities, as required, to ensure maximum participation in programs - Report on students' progress and difficulties during meetings - Liaise with the class teacher for relevant duties - Respect and understand the need for confidentiality - Develop an effective, positive relationship with all students in the class - Attend professional activities as negotiated with the Heads of School - Stimulate and encourage a student's independence and self-worth - Observe school rules, procedures, practices and safety aspects, treating all students and staff with respect - Provide appropriate support for students with a physical disability - Ensure NCCD data is accurately recorded in a central location - Support and add to the Christian ethos of the school community - Lead staff and students in spiritual formation through devotions
<p>4. Administration</p>	<ul style="list-style-type: none"> - Willing to learn and adapt to the complex nature of the variety of learning and physical disabilities encountered - Work as a member of a team - Relate effectively to adolescents/children - Work independently when required - Ability to maintain a flexible attitude to daily workflow - Support the formation of Risk Assessment
<p>Attributes</p>	
	<ul style="list-style-type: none"> - Committed Christian actively involved in evangelical Church - Committed to engaging in the education of the whole child: socially, emotionally, spiritually, and academically - Committed to lifelong learning - High level interpersonal and communications skills - Capacity to make appropriate judgments to ensure student safety and welfare - Undertake PD in Literacy & Numeracy as required - Ensure the school is child safe and current WWCC is provided - Relevant qualifications and experience would be desirable