

<b>Location</b>	TAFE Campus (Block F), 29 Windemere Road, Alexandra Hills, Queensland
<b>Employment Type</b>	Full Time
<b>Commencement Date</b>	23 April 2019
<b>Remuneration</b>	Negotiable, dependent on experience and qualifications
<b>Reports To</b>	Principal
<b>Applications Close</b>	2pm, Monday 8 April 2019

### OUR ORGANISATION

The Sycamore School is an independent school for young people on the Autism Spectrum. Catering for students from Prep to Year 8 it focuses on improving life quality outcomes through specialist education.

The school provides safe and inclusive, autism-friendly learning using a strengths-based approach, innovative ways of teaching, evidence-informed strategies and the Australian Curriculum. The school provides a positive learning environment which is enhanced by quality teaching to assist each young person on their educational journey.

The Sycamore School is a place of celebration providing each young person with a spectrum of choice and opportunities to build independence to advocate for themselves and reach their potential.

### OUR VISION

To improve life outcomes for people on the autism spectrum.

### OUR MISSION

The Sycamore School provides specialist support and education to people on the autism spectrum, their care networks, and the community.

### OUR VALUES

We are:

- Respectful – We value all perspectives
- Kind – We are selfless and giving
- Accepting – We value uniqueness
- Brave – We face our challenges with conviction
- Creative – We think outside the box
- Patient – We accept that some things are difficult before they become easy.



## **YOUR OPPORTUNITY**

The Sycamore School is seeking a focused, enthusiastic and creative Education Support Officer. As the Education Support Officer (ESO) you will:

- Support young people with Autism Spectrum Disorder (ASD) in a holistic education environment that is individually responsive, relative and relational.
- Collaborate with the class teacher to ensure that young people with ASD benefit from the curriculum to their greatest capacity and become empowered to be confident members of their community.
- Be a key member of a community that prides itself on celebrating all young people regardless.

The ESO reports to the school Principal or nominated delegate.

## **THE ROLE**

The Education Support Officer has responsibility for leading the following activities and undertaking the following key tasks, including but not limited to:

- Work with individual pupils and groups introducing tasks, monitoring young people's work and using a range of strategies to support their learning.
- Help pupils to access the full curriculum, at the same time promoting independent learning.
- Observe young people's performance and use the systems in place in the school/class, provide the teacher with feedback on pupil progress and help to maintain individual and group records.
- Collaborate with the teacher with the planning and evaluation of learning activities for individuals and groups, liaising with and maintaining effective working relationships with colleagues.
- Prepare and maintain a purposeful, orderly and supportive environment for learning.
- Support child protection procedures as per legislation and The Sycamore School's Child Protection Policy.
- Provide care regarding the health and medical needs of pupils.
- Draw on specialist skills and knowledge to respond effectively to pupils with ASD.
- Other duties as directed and determined by the Principal or nominated delegate.
- Support and operate within the guiding principles of The Sycamore School.

The Education Support Officer (ESO) will embody the following:

- Awareness of personal strengths, weaknesses and passions
- Have integrity, moral purpose, values and beliefs
- Strive to materialise the organisation's vision
- Ethical approach to practice
- Support a culture of success
- Foster inquiry and reflection among staff
- Support a collaborative culture among all staff, seek opportunities for collaboration
- Seek best practice outcomes
- Support partnerships with parents, staff, students, and external organisations
- Respond to feedback
- Value diversity

## **Qualifications and Expertise**

- Minimum Certificate III in Education Support or Special Education qualification desirable
- Possess or be eligible for a Working with Children Check (Blue Card)
- Minimum of 3 years' experience as an Education Support Officer in Special Education or Early Intervention
- Experience in working with young people with ASD preferable.



## SELECTION CRITERIA

Please address each of these selection criteria in a paragraph of no longer than 400 words per criteria.

### Teaching and Learning

e.g. Knowledge of curriculum, differentiation, innovative and evidence-based practice, and demonstrated experience of supporting young people on the autism spectrum

### Student Wellbeing

e.g. Current trends and demonstrated understanding of the benefits and issues related to supporting young people with ASD

### Organisational Skills

e.g. Demonstrated ability to work autonomously, time management, planning and record keeping

### Communication

e.g. Written skills, interpersonal and relationship skills

### Team Member

e.g. Previous team experience

### Personal Characteristics and Experiences

e.g. What would you bring to The Sycamore School?

## APPLICATIONS

Applications to be addressed to the Principal and emailed to [info@thesycamoreschool.qld.edu.au](mailto:info@thesycamoreschool.qld.edu.au)

Applications should include:

- 1-Page application letter
- 2-Page Curriculum Vitae (CV) including two referees, with contact details. *Please include a referee from current **and** previous place of employment.*
- Up to 4-Page response to the selection criteria.

Applications close 2pm, Monday 8 April 2019.

