

Location	TAFE Campus (Block F), 29 Windemere Road, Alexandra Hills, Queensland
Employment Type	Full Time (during term time and student free days)
Commencement Date	Term 3 2019
Remuneration	Negotiable, dependent on experience and qualifications
Reports To	Principal
Applications Close	2pm, Wednesday 5 th June.

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

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.

