

Children Services

Position Description	
Position Title	Preschool Teacher
Program Location	
Reports To	Director
Direct Reports	
Award	Educational Services (Teachers) Award
Classification	Early Childhood Teacher
Community Services #1 Capability Level	Level 4
Objective	The role of the Preschool Teacher is to provide professional Preschool Programs within the provision of a quality early education and care service.
Key Accountabilities and Capabilities	Develop and deliver a comprehensive Preschool Programs for children aged 3-6 years that provide opportunities for children to be exposed to experiences which will extend, excite and stimulate them.
	Ensure smooth operation of the preschool room, providing direction and mentoring for all team members, including relief staff, students, volunteers and support staff.
	Support the Director in identifying and implementing changes for the Quality Improvement and Accreditation System.
	Contribute to the development and review the Education and Care Centre Philosophy.
	Perform in accordance with the United Nations Convention on the Rights of the Child (UNCRC), ensuring that the best interests of children are given paramount priority when making decisions that affect them.
	Ensure child safety through active supervision and report all issues in line with Mandatory Reporting requirements.
	Perform and model risk management principles to work practices and ensure incidents and events are appropriately reported and escalated.
	Maintain accurate records, whilst adhering to ethical privacy and confidentiality principles.
	Perform other duties as directed, commensurate with the skills and expectations of the role

Selection Criteria	
Required Qualifications, Skills and Experience	Degree qualifications in Early Childhood Education, or equivalent as defined by the ACECQA requirements.
	Demonstrated extensive knowledge of the Education and Care Services National Regulations with the proven ability to develop, implement, document and evaluate an individual needs-based program for children aged 3-6 years.
	A strong understanding of the National Quality Framework and The Early Years Learning Framework.
	Proven ability to lead and mentor a team of educators to successfully delivery planned learning outcomes.
	Demonstrated excellent communication and relationship building skills.
	Demonstrated excellent administration skills and computer literacy.
Additional Requirements	A.C.T Working With Vulnerable People Card
	National Police Check
	Current First Aid Certificate and Anaphylaxis and asthma qualification in
	accordance with ACECQA

Acceptance	
I understand and accept	Employee:
the duties and	
responsibilities as	
outlined in this position	Date:
description.	