

POSITION DESCRIPTION

Educator

Essential Qualification(s):	ACECQ approved early childhood or equivalent or study towards Cert 3 or Diploma	Essential licence(s):	Clear Working with Children Check
Classification:	AEIOU Enterprise Agreement – Health Professional	Probationary Period:	6 months
Delegation of Duties:	Program/Service Manager	Authorities in your absence:	Program/Service Manager

AEIOU Foundation

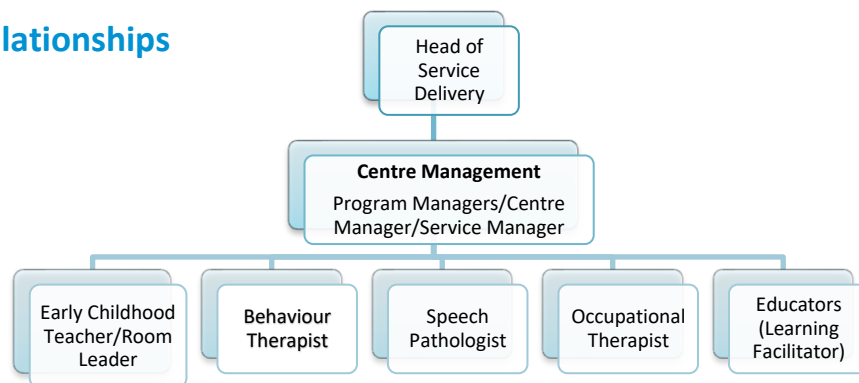
AEIOU Foundation's evidence-based intensive early intervention program provides opportunities for children with autism to achieve lifelong outcomes.

Our program is designed for children aged 2 to 6 years who have moderate to severe needs. Our curriculum, which meets international standards, is delivered by a transdisciplinary team of qualified therapists and educators, with a high staff-to-child ratio.

AEIOU Foundation is proud to employ highly qualified and experienced staff across our centres and we are committed to maintaining and improving skills and knowledge through a rigorous professional development program.



Reporting Relationships



Position Purpose

The role of Educator is to assist with the implementation of a high quality intervention program for children with autism spectrum disorder under the guidance of teachers and allied professionals, responding to the individual strengths and interests of children and families.

Responsibilities

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| <ul style="list-style-type: none"> • Work collaboratively within a multi-disciplinary team to provide a safe and stimulating environment for children’s learning, development and care • Support the multi-disciplinary team with curriculum planning and behaviour strategies, including using agreed intervention techniques • Support the multi-disciplinary team to generate an environment that meets the individual needs of the individualised emotional, social, intellectual and physical needs of the children in the centre. • Contribute to arranging and maintaining the indoor/outdoor play areas in a visually stimulating, safe and hygienic condition | <ul style="list-style-type: none"> • Follow plans relating to children’s behaviour and individual plans, if required Maintain a professional approach to work, which reflects the centre’s philosophy, policies and procedures and ensures confidentiality in all aspects of the centre operations • Understand and respect parents and children with different cultural and ethnic backgrounds to ensure that diversity is valued by the centre • To carry out duties as per daily rosters and routines • Maintain records and carry out other administrative duties related to the program, resources or centre as required. • Ensure that standards required by state regulations and national accreditation standards are adhered to (eg. EYLF, NQF, Good Practice Guidelines, Human Services Standards). |
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Organisational responsibilities

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| <ul style="list-style-type: none"> • A commitment to meeting and exceeding AEIOU’s vision and mission. • Role model and embrace the organisation’s values. • To promote AEIOU to the broader community. • Utilise AEIOU resources and equipment efficiently, economically and honestly. | <ul style="list-style-type: none"> • Ensure conduct reflects our commitment to a workplace that is inclusive and free from harassment. • To comply with AEIOU policies and procedures at all times, including Workplace, Health and Safety directives and practices. |
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Key Selection Criteria

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| <ul style="list-style-type: none"> • Early childhood qualification must be on the ACECQA approval list
http://www.acecqa.gov.au/Qualifications.aspx • A developing understanding of theories of early childhood development • An ability to document observations of children’s behaviour and development • Well-developed interpersonal verbal and written communication skills | <ul style="list-style-type: none"> • Working knowledge of National Quality Standards and Disability Standards • Knowledge and understanding of the EYLF and Kindergarten guidelines • Develop understanding of the provision of safe, well planned indoor and outdoor learning environments • Ability to work as an effective team member in an allied health and therapy environment. • Experience in working with children with autism or willingness to learn |
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