

Position Description

Grace Lutheran Early Learning Centre Early Childhood Educator



Responsible to	Principal
Reports to	Early Childhood Service Leader
Works in Collaboration with	Business Manager, Deputy Principals, ELC Staff

Engage * Educate * Excite

General Accountabilities:

The Early Childhood Educator of the Grace Lutheran Early Learning Centre will

- Display the qualities of good organisation and communication
- Be part of the Early Learning Centre Team
- Maintain professional standards

The Early Childhood Educator's primary role is to inspire, motivate and extend the practice and pedagogy of the Early Childhood team in the Centre. Working with the Service Leader and Teachers, the Educator should plan using inquiry and reflection and have a child centred approach to his/her work.

Qualifications

- Enrolled in (or completed) Cert 111, Diploma or Bachelor of Education (Early Childhood)
- Senior First Aid, CPR, Asthma and Anaphylaxis
- Current Suitability Card from the Commission for Children and Young people for working with Children

Requirements

The Early Childhood Educator will be required to

- Ensure a warm, friendly secure environment for the children at the Centre
- Have an understanding, knowledge of and commitment to quality early childhood education
- Ensure that children are treated in ways which are appropriate to their cultural heritage and family circumstances
- Ensure the health and safety of each child in the Centre
- Contribute positively to a team of teachers and educators in the centre

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Key Duties and Accountabilities:

Key Responsibilities

The Early Childhood Educator will -:

- Support programs that incorporate children's interests, current pedagogy and best practice while learning through play
- Nurture a developmental approach to learning for the children
- Contribute to the Christian ethos of the Centre
- Draw on available knowledge, skills and resources in the planning and implementation of programs
- Participate in in-house and other professional development opportunities
- Support a team spirit of mutual respect
- Receive and provide feedback
- Ensure that parents and carers are welcome in the Centre
- Perform all duties in an ethical and transparent manner, incorporating moral principles of honesty and trust, and declaring any conflicts of interest that may arise
- Participate, together with other Centre staff, in the life of Grace Lutheran Primary School, engaging in professional, social, spiritual and learning opportunities as appropriate.
- Maintain accurate records according to Queensland and Australian Government Legislative