



JOB DESCRIPTION

OOSH CHILDCARE EDUCATOR

1. PURPOSE OF THE POSITION

The OOSH Childcare Educator is responsible to assist the OOSH Coordinator with the day-to-day running of the Centre.

2. REPORTING RELATIONSHIPS

Reports to _____ Principal

Direct report _____ OOSH Coordinator

This position _____ OOSH Childcare Educator

3. RESPONSIBILITIES

Demonstrated commitment to:

- Maintain a commitment to a faithful walk with the Lord Jesus Christ.
- Demonstrate ongoing commitment to the College's Purpose and Purpose statements.
- Setting an example to students, staff and parents in matters of faith and conduct.
- Demonstrate a growing understanding of the place of education, teaching and learning within a Biblical Worldview.

Operation, Administrative and Academic Responsibilities

- To supervise the children at all times, ensuring their well-being and safety
- To recognise the needs of children at different stages of development
- To treat all children with dignity and respect
- To implement the Centre's behaviour management procedures
- To assist actively in the planning, implementing and evaluating of the program
- To work with other members of staff as a team
- To attend staff meetings, in-service courses, workshops, etc as required
- To establish good relationships with children and parents
- To keep the Centre clean and tidy, ensuring that all material and equipment are collected and packed away safely
- To wear supplied prescribed shirt when performing duties
- To have satisfactory standards of behaviour and dress
- To maintain positive public relations with local schools, groups and authorities
- To carry out other duties related to the operation of the Centre as required by the Coordinator.

AGREEMENT

This job description is intended to describe the general nature and responsibility of work in this job. These statements are not constructed as an exhaustive list of all duties, tasks and skills required for this job. This job should be read in conjunction with the employee's current conditions of employment and the provisions of the NSW Christian Schools General Staff Multi-Enterprise Agreement 2020-2023.

Employees will also be required to follow any other job-related instructions and College policies, and to perform other job-related duties requested by the Nominated Supervisor to support the College's compliance with legislative obligations.

The Line Manager (OOSH Coordinator) may, in consultation with the employee vary the responsibilities of the position temporarily as required, but within the skills and responsibility levels appropriate to the position.

This position will undergo an annual performance review.

By signing this job description, I agree that I understand the requirements of my role.

Employee name _____ Signature _____ Date _____

Line Manager _____ Signature _____ Date _____

Principal _____ Signature _____ Date _____