

Position Description

Title	Early Childhood Pedagogy Advisor
Position Location	Various
Reports to	Regional Manager
Direct Reports	Nil
Classification	Hay Grade 15
<p>The Childcare and Kindergarten Association Limited (C&K) is a not-for-profit early childhood provider with more than 350 early childhood education and care (ECEC) centres located across Queensland.</p> <p>Our purpose is to nurture and inspire children to succeed in an ever-changing world. This is at the forefront of everything we do.</p> <p>C&K's vision is to be Queensland's pre-eminent provider of early education and care.</p> <p>Our values:</p> <ul style="list-style-type: none"> • <i>we put children first</i> • <i>we respect all people and each other</i> • <i>we work with integrity and strive for excellence in everything we do</i> <p>These underpin the way we work with children and families, communities, colleagues and partners.</p> <p>We reinvest our surplus to benefit children and families disadvantaged in their access to early childhood education. This includes children with additional needs and children and families in rural, remote, Aboriginal and Torres Strait Islander and disadvantaged communities.</p>	
Purpose	<p>This position:</p> <ul style="list-style-type: none"> • Provides expertise and strategies, mentoring and advice consistently across the region to implement wellbeing and inclusive education strategies, policies and practices relating to early years practice. • Provides guidance and support strategies for implementation of C&K's early childhood curriculum approach (Listening & Learning Together) and C&K's child wellbeing and inclusive educational approaches, strategies and programs to ensure C&K's curriculum is delivered with integrity in regional centres and programs (branch and affiliated). • Manages and works collaboratively to develop, implement and review high quality, regional professional development strategies regarding curriculum, education and inclusive teaching practice. • Manages and supports regional implementation of C&K's inclusive education programs, to enable delivery of high-quality early childhood services and programs in line with C&K's vision, values and strategic priorities. • Supports and coordinates early years' education research projects, in line with C&K's Research and Evaluation Strategy, at the regional level. • Supports C&K's commitment to enacting excellence and embedding the principles of equity, social justice and inclusion. • Assists with effective integration of functions and strategies with internal and external stakeholders to deliver quality early childhood education services and programs. • Regional service delivery integrates multiple functional areas including education, child health, wellbeing and inclusion; and business management. Regional service strategies are

Where children come first

	supported by specialist teams in C&K Central.
Key accountabilities	<p>This position is required to work collaboratively as part of the regional management team to deliver the accountabilities below.</p> <p>Leadership</p> <ul style="list-style-type: none"> • Applying effective communication and leadership strategies to engage staff and working collaboratively to support and inspire a shared sense of purpose. • Working collaboratively to support and facilitate regional and centre reconciliation activities, and building/maintaining relationships with key Aboriginal and Torres Strait Islander organisations and stakeholders in the area. • Providing efficient and effective curriculum, inclusive education and teaching support to C&K affiliated and associate centres. • Working to advance early childhood development outcomes – championing early childhood strategies, children’s rights and advocating for children’s needs. • Maintain confidentiality of centre engagement within the region and support regional management colleagues with the appropriate actions when dealing with complex or sensitive matters. <p>Operational Management</p> <ul style="list-style-type: none"> • Managing and monitoring regional strategies and approaches, in collaboration with Central and the regional management teams, to drive centre improvement relating to curriculum, inclusive education and teaching practice. • Supporting and guiding educators, at the service level, to achieve improved educational outcomes at a service level. • Managing and supporting services to fulfil professional compliance requirements, obligations, and standards, and C&K priorities, policies and procedures relating to curriculum, inclusive education, wellbeing, and teaching practice. • Identifying professional development priorities and needs for educators across the region, related to wellbeing and inclusive education practice, and delivering regionally appropriate effective strategies. • Managing mentoring arrangements, including personally mentoring (as appropriate), Provisionally Registered Teachers within the region. • Reporting risks within the region to the regional and Early Childhood Team and where necessary the General Manager, to ensure matters are effectively addressed. • Monitoring safety at a service level and guiding strategy implementation to achieve safety outcomes. • Supervision of direct reports, and guidance, mentoring and development of professional expertise of staff (as required). <p>Business Development</p> <ul style="list-style-type: none"> • Supporting educators/ centres to identify and be responsive to their professional practice and development needs and plans. Collaborating with the Regional Manager, regional management team and Central teams to ensure professional practice and development needs and outcomes are planned for and addressed. • Building connection within the region to build excellence in inclusive educational programs and practice, advocating C&K priorities and values, and facilitating professional networks and communities of practice. • Supporting strategies that enable centres to reach best outcomes through National Quality Framework Assessment and Rating process, particularly relating to curriculum, inclusive education, wellbeing, and teaching practice, • Collecting, analysing and reporting on information, trends and issues regarding curriculum, inclusive education, wellbeing, and teaching practice in the region, to explore options for continued professional development. • Leading implementation across the region of new initiatives relating to curriculum, inclusive education, wellbeing, and teaching practice. • Contributing to C&K’s research and service planning and improvement agenda to influence change and improve outcomes for children.

Where children come first

	<ul style="list-style-type: none"> • Representing C&K at the regional level, including communication and advocacy of C&K priorities and direction. <p>Education and Practice</p> <ul style="list-style-type: none"> • Providing evidence-based expert advice and assistance in curriculum, inclusive education, wellbeing, and early childhood practice to support centres/programs to deliver excellence in early years' education. • Managing, supporting and monitoring the implementation of C&K's early childhood curriculum approach (Listening & Learning Together) and C&K's approach to wellbeing, inclusion and behaviour guidance to ensure it is delivered with integrity in regional centres/programs. • Nurturing professional networks and relevant professional associations to maintain expert knowledge of current trends, research and evidence-based approaches in early childhood practice, for the purpose of growing professional knowledge and practice across the region. • Embedding reconciliation in curriculum, education, wellbeing, inclusion and early childhood practice. • Support, and collaborate on implementation of strategies to enhance wellbeing and inclusion, regardless of the child and family circumstances. • Supporting and growing relationships across the region to assist centres to support quality inclusive education and care programs, and improved outcomes for children. <p>Personal accountability</p> <ul style="list-style-type: none"> • Modelling C&K values and promoting them throughout the region. • Exemplifying personal drive and integrity – taking personal responsibility for meeting objectives, showing initiative and committing energy to see that goals are achieved. • Work collaboratively with centre directors, regional manager and other C&K managers, to ensure C&K programs and centres deliver quality outcomes. • Demonstrating resilience and professional conduct under pressure and scrutiny; and showing strong commitment to professional learning and self-development. <p>Please note that the responsibilities outlined in this position description are not exhaustive, and only an indication of the work of the role. C&K can direct you to carry out duties which it considers are within your level of skill, competence and training.</p>
<p>Key selection criteria</p>	<p>Qualifications</p> <ul style="list-style-type: none"> • Essential ACECQA approved Bachelor degree in Early Childhood Education and Care and full Queensland College of Teachers Registration. <p>Leadership</p> <ul style="list-style-type: none"> • Demonstrated experience managing, mentoring and supporting early childhood education and care centres/programs to achieve high quality outcomes in regard to curriculum implementation, inclusive education and early childhood practice. • Highly developed interpersonal skills and ability to facilitate across team collaboration and cooperation to achieve best practice outcomes in pedagogy and curriculum. <p>Operational management Demonstrated experience developing and implementing efficient and effective strategies that improve outcomes for children and improve quality of programs and services provided. With consideration of:</p> <ul style="list-style-type: none"> • the National Quality Framework, and legislative and regulatory requirements relevant to early childhood education and care, • good practice in mentoring and support of educators, and • approaches to working collaboratively across the region to develop/implement strategies. <p>Business development</p> <ul style="list-style-type: none"> • Skills, capability and experience in planning, supporting and delivering strategies that support improved service outcomes in education, curriculum and teaching practice, including analysing trends and data; developing and maintaining effective relationships/partnerships; and engaging with research and best practice. <p>Inclusive Education and Practice</p> <ul style="list-style-type: none"> • Exceptional contemporary knowledge of best practice in early childhood education; and sound practical understanding of early childhood curricula and development frameworks.

Where children come first

Personal accountability

Evidence of sound professional experience that shows:

- initiative and strong sense of personal responsibility for meeting objectives;
- commitment to personal development; and application of evidence, professional expertise and courage in decision making.

Additional information

The successful applicant will be required to:

Travel as required.

Hold a positive notice (Blue Card) working with children check; current First Aid and CPR; and a current driver's licence.

The information above is not intended to be an all-inclusive list of the responsibilities of the job described. Rather, they are intended only to describe the general nature of the job. C&K is a growing organisation; to support the vision for the business it is expected that the incumbent will evolve the position over time in alignment with the dynamic nature of the business and the region.

Where children come first