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| **Position Title:** | Qualified Educator |
| **Position Classification:** | QCCGVR |
| **Position Number:** | 310239 |
| **Faculty/Office:****School/Division:****Centre/Section:** | Central AdministrationOffice of the Deputy Vice-Chancellor (Education) Student Life |

**About the work area**

UWA Child Care Services provides an Early Learning Centre that offers part-time and full-time care to

children aged six weeks to five years, and an Out of School Care Service that provides After School

Care and Vacation Care for pre-primary students to twelve year olds, during state school terms and

state school holidays. The Centre aims to provide high quality education and care and enriching learning experiences for all children, in partnership with their families, and in accordance with the Education and Care Services National Law (WA) Act 2012, Education and Care Services National Regulations 2012, and the National Quality Framework.

**Role statement**

The role of a Qualified Child Care Giver is to independently develop, implement and evaluate developmental programmes and maintain daily routines, in a team approach to the delivery of care. They will support senior management in liaising with parents and ensuring the Centre’s policies are adhered to.

**Key responsibilities**

* Plan, implement and evaluate individual programmes and records suitable to the needs and interests of the children attending the service.
* Develop and create a friendly, secure and stimulating learning environment.
* Lead and be a positive role model to the staff in their team.
* Develop and maintain excellent relationships with staff, parents and children.
* Assist in the provision of on-the-job training to other employees and students
* Provide professional support, input and resources for other members of staff
* As required by the Director, ensure day-to-day supervision and control of the service is achieved, in accordance with the relevant regulations
* Other duties as directed

**Specific work capabilities (selection criteria)**

* Bachelor of Early Childhood, Bachelor of Social Science (Children and Family Studies) or Diploma of Children’s Services, as recognised by the Child Care Licensing and Standards Unit
* Substantial experience as a Qualified Child Care Giver within a child care setting.
* Possess leadership skills and have had experience in working with children aged 0-5 years,
* Working with Children Check
* Appropriate Medical Clearance, in working in a child care setting
* Current Senior First Aid and / or Caring for Kids Certificate
* Knowledge and understanding of the Child Care industry, including the current regulations and centre Accreditation requirements
* Experience in implementing, monitoring and evaluating developmental programmes and daily routines independently
* Proven ability to supervise and work in a team environment
* Verbal and written communication skills