



EOI –Teacher Aides – SEP & Secondary

Western Cape College is currently seeking applications from highly motivated persons with proven practical skills to assist in our SEP & Secondary classes at the Weipa campus. This is a temporary part-time position commencing on Monday 7 February to Friday 9 December 2022 with the possibility of extension.

The successful applicant/s will be required to work closely with a team of teachers, teacher aides, and other professionals to support learning outcomes for our students.

Teacher Aide duties may include (but are not limited to)

- Assisting in the supervision of education activities, under the direction of a teacher.
- Assisting in preparing, storing, making available and clearing away teaching equipment and materials.
- Delivery of individualised work programs which have been prepared by teachers.

Suitability Assessment Criteria

- Proven ability to communicate effectively with students, parents, staff and the wider community.
- Demonstrated knowledge or sound understanding of working in a school environment.
- Highly effective time management and workload management skills.
- Ability to work independently to achieve quality outcomes.
- Ability to work effectively in a team environment.

When working in regulated employment and employee must have a current Working with Children Clearance (blue card) issued by Blue Card Services. To apply for a blue card please go to <https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/regulated-industries-and-licensing/blue-card/applications/apply>

The successful applicant/s must also pass a Criminal History Check. A non-smoking policy is effective in Queensland Government buildings and offices.

Enquiries regarding this position should be directed via email to Kerri Muller kmull35@eq.edu.au.

Applicants are to submit a brief resume; contact details for 1 referee (should be your current or most recent supervisor); and a maximum 2-page written response outlining your suitability for the role referring to the Suitability Assessment Criteria outlined above and making particular reference to your experience in the outlined duties and responsibilities.

Engagement in this position is subject to the person fully satisfying the COVID-19 vaccination requirements outlined in the attached Candidate Information Fact Sheet 2022. Applicants are asked to submit evidence of their COVID-19 vaccination with their application.

Applications close 3pm Monday 24 January and should be submitted by email only to:

Attention: WCC HR – Teacher Aide SEP & Secondary

payroll@westerncapecollege.eq.edu.au