



# EXPRESSION OF INTEREST

## Teacher Aides

Western Cape College is currently seeking applications from highly motivated persons with proven practical skills to provide in class support and assistance to students across Prep – Year 12 at the Weipa campus.

A range of positions are available and hours can be negotiated with the successful applicants pending operational requirements and availability.

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 an 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 these positions can be made by phoning 07 4090 6444 or emailing [payroll@westerncapecollege.eq.edu.au](mailto:payroll@westerncapecollege.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 1-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.

**Applications should be submitted by email only to:**

**Attention: WCC HR – Teacher Aide**

**[payroll@westerncapecollege.eq.edu.au](mailto:payroll@westerncapecollege.eq.edu.au)**