



EXPRESSION OF INTEREST

Student Support Teacher Aide (Secondary)

Western Cape College is currently seeking applications from highly motivated persons with proven practical skills to provide support and assistance to students across Years 7 - 12 at the Weipa Secondary campus.

Rostered 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 including Deputy Principals, Heads of Department, 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 support and educational activities, under the direction of a Deputy Principal, Head of Department or teacher.
- Assisting in preparing, storing, making available and clearing away support equipment and materials.
- Delivery of individualised work programs which have been prepared by Deputy Principals, Heads of Department or 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 these positions can be made by phoning 07 4090 6444 or emailing 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