



Wuchopperen
HEALTH SERVICE LTD

POSITION DESCRIPTION

Position Title:	Early Childhood Educator (Identified)
Position Number:	5045
Classification:	Social and Community Services Grade 4 Wuchopperen Health Service Limited Enterprise Agreement
Salary:	\$84,508.41 - \$90,927.37
Location:	Cairns
Reporting Relationship:	Coordinator, Children and Family Centre

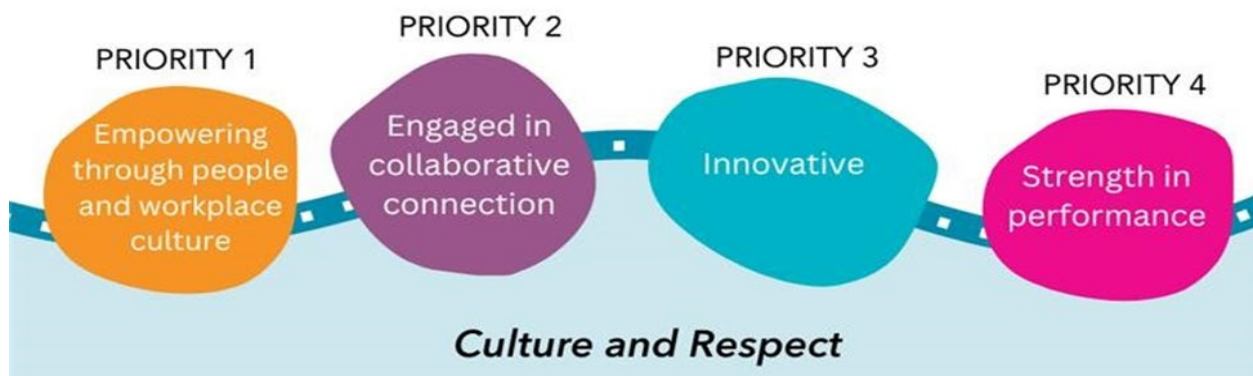
About Wuchopperen

Wuchopperen Health Service Limited (Wuchopperen) is a community connected and controlled organisation with more than 40 years' experience in providing primary health care and social wellbeing services for Aboriginal and Torres Strait Islander people in Cairns and surrounding districts.

Wuchopperen's vision is **keeping our generations growing strong**. Culture underpins a client and community centric service delivery model offering whole of life cycle care and support from pre-birth to eldership (older people).

From humble beginnings in the 1970s, Wuchopperen has grown into a multi-million-dollar enterprise, that is driven by the community, to deliver dynamic and innovative services for the community, and confidently represents, leads through best practice governance.

Our Strategic Priorities



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Our Values and Behaviours



The role:

This position is required to deliver, facilitate and support Aboriginal and Torres Strait Islander families with children ages 0 - 8 to increase access to Early Childhood Education and Care activities, services and programs.

The Early Childhood Educator is supervised by the Coordinator, Children and Family Centre and the position has no supervisory responsibilities.

This position works closely with other members of the Children and Family Centre and maintains regular contact with other program staff to ensure effective outcomes for clients.

Key Responsibilities include:

1. Ensure children and families have access to a range of services and programs that support and maximize opportunities for learning and development.
2. Provide universal and targeted early childhood programs and services that are culturally responsive and physically accessible to Aboriginal and/or Torres Strait Islander children and their families.
3. Work closely with families to support access to early childhood programs and service providers that best meets the needs of the child

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4. Maintain a working knowledge of current Early Years Frameworks and practices by participating in professional learning and development opportunities. to
5. Plan high quality child-centred programs and activities that are culturally responsive and support the child's learning and development in behaviour, attitude/opinion, circumstances, knowledge and skills
6. Encourage parent/carers to participate in play-based activities which promote child development through a caring environment.
7. Develop strategies that respond to the emerging needs of families by participating as a member of a multi-disciplinary team and providing referral pathways to other services and agencies.
8. Work collaboratively and partner with other services to deliver effective activities to achieve desired outcomes for children and families.
9. Maintain confidential and accurate, real time client information records, statistics and other records and provide reports as required.
10. Participate in organisational and community activities to advance the health and wellbeing of Aboriginal and Torres Strait Islander people.
11. Work within Wuchopperen's Policies and Procedures including the Staff Code of Conduct and the Work Health and Safety requirements and contribute to continuous improvement processes to ensure compliance with relevant standards and safe, effective service delivery.
12. Other duties as required, within your skills, experience and capacity.

Core Capabilities

Assessment of merit for this role will be based on the knowledge, skills and experience, potential for development and personal qualities. The competencies listed below are considered to be the most critical for success in this role.

For applicants to be successful in this role, they should demonstrate:

1. A degree qualification in Early Childhood or relevant qualification, together with relevant experience, or a lesser qualification with substantial experience in delivering Early Childhood Education programs to Aboriginal and/or Torres Strait Islander children and families.
2. Knowledge and understanding of Aboriginal and Torres Strait Islander societies and cultures from an historical and contemporary perspective, including the ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander people.
3. Demonstrated understanding of strengths-based approaches to working with families, parenting and behaviour management techniques and knowledge of early childhood development.
4. Extensively developed interpersonal and communication skills including the ability liaise with a range of stakeholders as well as effectively advocate for Aboriginal and Torres Strait Islander people.

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5. Demonstrated ability to work independently and in a multi-disciplinary team environment, prioritise and meet deadlines, deal with matters of a sensitive and confidential nature.
6. Demonstrated ability to meet and work within the core values and behaviours of Wuchopperen.

Other Requirements

- It is a condition of employment in this role for the employee to be, and remain, vaccinated against measles, mumps, rubella, varicella (chicken pox), pertussis (whooping cough) and hepatitis B
- It is recommended for the employee to be vaccinated against COVID-19.
- Proof of qualifications and current registration is required to be provided prior to the commencement of duty.
- The Early Childhood Educator role is an **Identified** position. It is a genuine occupational requirement that an Identified position be filled by an Aboriginal person or Torres Strait Islander person, as permitted by and arguable under section 25, 104 and 105 of the Queensland Anti-Discrimination Act (1991).
- Please provide **one (Aboriginal and/or Torres Strait Islander) written reference from a referee** who can confirm that you are of Aboriginal and/or Torres Strait Islander descent, you identify as Aboriginal and/or Torres Strait Islander person and an Aboriginal and/or Torres Strait Islander community accepts you as an Aboriginal and/or Torres Strait Islander person.
- Possession of a current CPR certificate or commitment to obtain within the first six weeks of employment is essential.
- Possession of a current Queensland “CA” class driver’s licence is essential.
- Commitment to work within the principles of Aboriginal and Torres Strait Islander community control including a willingness to develop the leadership of Aboriginal and Torres Strait Islander staff.
- Ability to use Microsoft products and the ability to use or willingness to gain proficiency in the client information management systems.
- Consent to a broader criminal history check at Wuchopperen’s cost.

How to apply:

Please submit the following for the panel to assess your suitability. Applications which do not meet these requirements will not be considered.

- Your **resume**, including a comprehensive employment history, your qualifications and the contact details for at least two referees (one should be your current supervisor)
- A supporting **cover letter** of no more than two pages, outlining your experience, skills and knowledge that are relevant to the advertised role. Your written response must reflect the competencies outlined in core capabilities.
- Identified referee with application.

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Additional information:

- A non-smoking policy is effective in Wuchopperen's buildings, offices and motor vehicles on all Wuchopperen grounds, across all sites.
- Wuchopperen has a six (6) month probationary period for new employees.
- Employees may be required to work outside of core business hours from time to time.
- Demonstrated commitment to ongoing self-development with a focus on qualifications/skills upgrade.
- Applications must be received by 5 pm on the closing date and can be emailed to recruitment@wuchopperen.org.au