

## Program Coordinator, Martu mobility – case management for transient students

Pilbara Education Region

Position number	00040248
Agreement	<a href="#">The School Education Act Employees' (Teachers and Administrators) General Agreement 2017</a> or as replaced
Classification	School Administrator Level 3
Reports to	Principal (School Administrator Level 5)
Direct reports	Nil

### Context

The Pilbara Cross-sector Partnership initiative forms part of the Pilbara Partnerships for Student Success (PPSS) project. Through a \$4.65 million funding allocation from Royalties for Regions, all schools in the Pilbara receive support and assistance to deliver a suite of educational initiatives that address school attendance and student engagement. The project encompasses the provision of four initiatives: Pilbara Attendance Coordination; Pilbara Cross-sector Schools Partnership; In-school Engagement of Students; and Location Based Responses.

This role is based in Newman.

### Key responsibilities

- In collaboration with the Steering Committee, provides educational leadership across the region and within communities by developing and promoting Martu mobility – case management for transient students.
- Use effective change strategies and leads school communities to develop sustainable strategies for improved case management for transient students.
- Provide expert advice and support to school leaders in developing and implementing targeted programs, plans, strategies and approaches for improving student achievement.
- Develop and deliver professional learning to build capacity of staff to support school plans and strategies for enhancing learning outcomes for Aboriginal and Torres Strait Islander students.
- Contribute to the development of School Plans and implementation of the Aboriginal Cultural Standards Framework through participative decision making, including assisting in developing policy and establishing and maintaining systems.

- Establish and manage administrative and operational systems for case management of transient Martu students and ensures effective operation within Departmental policy and guidelines.
- Manages and undertake administrative duties related to the Martu mobility – case management for transient students initiative, liaising extensively with staff, school leaders, relevant specialist staff, the local community, other government agencies and community providers.

### **Selection criteria**

1. Demonstrated ability to provide strategic leadership, deal effectively with change and generate innovative solutions related to the effective delivery of case management for transient Martu students.
2. Demonstrated extensive skills and experience in the development, implementation and evaluation of learning programs and evidence-based instructional programs at school, regional and system levels.
3. Demonstrated professional knowledge and understanding of innovative teaching practices and the ability to apply this knowledge to ensure a high level of education outcomes for Aboriginal and Torres Strait Islander students.
4. Demonstrated highly developed verbal and interpersonal communication skills with the ability to undertake high-level consultations, collaboration and negotiations to establish and maintain effective working relationships to achieve initiative objectives.
5. Demonstrated well developed communication and presentation skills, including experience in preparing reports.

### **Eligibility and training requirements**

Employees will be required to:

- hold a recognised qualification in teaching and be currently registered or eligible for registration to teach in Western Australia
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

### **Certification**

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

### **ENDORSED**

Date            25 February 2020  
Reference    D20/0094885