

## Principal Consultant, Aboriginal Education Teaching and Learning

### Professional Capability

<b>Position number</b>	00038635
<b>Agreement</b>	<a href="#">Public Sector CSA Agreement 2021</a> (or as replaced)
<b>Classification</b>	Level 7
<b>Reports to</b>	Manager, Aboriginal Education Teaching and Learning (Level 8)
<b>Direct reports</b>	Various

#### Context

The Department of Education's strategic directions outline the commitment for every child, from Kindergarten to Year 12 to have access to high quality education underpinned by excellence in teaching and quality leadership. This is an education that meets the needs of the learner, preparing them for future success.

Statewide Services provides the services and supports required by schools to enable student achievement, with a focus on those students and schools that need it most. It encompasses both school and system-facing service delivery. While it primarily exists to support schools, it also has an important system-facing role supporting strategy and policy development.

Professional Capability drives the ongoing development of our workforce. Its purpose is to build professional capability to improve student achievement by enabling teaching and leadership excellence.

The Aboriginal Education Teaching and Learning Directorate leads and influences the development and transformation of cultural responsiveness across the organisation. This includes developing and informing resources and professional learning to support effective teaching, and influencing system strategy and system input into government/cross-agency initiatives to strengthen the wellbeing, engagement and achievement for Aboriginal children and young people.

Visit [education.wa.edu.au](http://education.wa.edu.au) to find out more information about the Department of Education.

## Key responsibilities

- Provide strategic advice and input into the development, implementation and evaluation of strategies, initiatives and approaches that strengthen the wellbeing, engagement and achievement of Aboriginal students, in accordance with the Department's strategic direction and Government priorities and reforms.
- Provide Aboriginal perspective, strategic leadership, advice and guidance to internal stakeholders, including schools and central and regional staff, to support the provision of culturally responsive approaches to the design and delivery of services and support for Aboriginal students, their families and communities.
- Provide advice and guidance to support the development of information, professional learning and resources to assist Department staff to engage with Aboriginal families, communities and organisations.
- Establish and maintain appropriate communication networks across the Department and with external stakeholders.
- Monitor and evaluate the quality and effectiveness of education strategies and initiatives.
- Professionally represent the Directorate/Department on internal and external committees and working parties in a range of contexts related to strengthening support and improving educational outcomes for Aboriginal students, and work in collaboration with other Department teams as required.
- Facilitate opportunities for Department staff to access practical support, information, professional learning and resources to assist with addressing and responding to Department priorities and strategic directions, including the Aboriginal Cultural Standards Framework.
- Communicate with professional associations, other agencies and non-government service providers, to strengthen culturally responsive approaches to supporting Aboriginal students, families and communities.
- Provide high level advice and responses to Ministerial correspondence, parliamentary questions and general enquiries related to Aboriginal education.
- Prepare responses to enquiries from external stakeholders regarding policies and operations related to Aboriginal education.
- Undertake research to identify emerging trends and issues and provides recommendations for strengthening approaches to Aboriginal education to inform the targeting of services and support.
- Work in a culturally responsive and context specific manner to productively and respectfully engage stakeholders.
- Work within and across teams and business units to integrate service, support and advice to schools and the system.
- Monitor and manage staff leave entitlements to ensure accrued leave is cleared within a reasonable timeframe and in accordance with relevant awards, agreements and Departmental policy.
- Manage staff performance in accordance with the Public Sector Performance Management Standard and Departmental Policy.

## Selection criteria

1. Demonstrated extensive knowledge and understanding of contemporary policies, frameworks and issues impacting Aboriginal and Torres Strait Islander people.
2. Demonstrated high-level leadership skills in building organisational capacity to engage with Aboriginal students, their families and communities.
3. Demonstrated high-level oral and interpersonal communication skills, including the ability to build and sustain productive working relationships within and between internal and external stakeholders, including community and organisational networks.

4. Demonstrated highly developed written communication skills, including experience in the preparation of Ministerial responses, reports, correspondence and guidelines.
5. Demonstrated highly developed conceptual and analytical skills, including the ability to develop, implement, coordinate, monitor and apply strategic thinking to achieve outcomes.
6. Demonstrated highly developed strategic planning skills, experience in managing projects and ability to coordinate and deliver strategic outcomes.

### **Eligibility and training requirements**

Aboriginality is considered essential for this position under section 50D of the Equal Employment Opportunity Act.

Employees will be required to:

- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- hold or obtain a current Working with Children Check
- hold a valid Class C Western Australian Driver's Licence
- 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            9 March 2022  
Reference    D22/0169377