

RAMS Generated (top of page):

Agency Name Department of Education
Division Independent Public School - South Metropolitan Education
Region
Branch Rivergums Primary School
Position Title Education Assistant - Special Needs
Position Number Pool Ref IPS/SS901330
Classification & Award Level 2/3, \$31.03 - \$35.53 per hour (EA (Gov) GA 2023)
School Logo (URL)

https://www.det.wa.edu.au/schoolsonline/display_image?schoolID=5843&type=SCH_LOGO

Manually Generated (body of advertisement):



Advertised Vacancy Number IPS/SS901330

Appointment Pool

Rivergums Primary School (PS) is seeking to establish a pool of enthusiastic Special Needs Education Assistants for appointments to permanent and fixed term, full-time and part-time vacancies which may arise during the 2024 school year and up to the end of Term 2, 2025. Appointments can be made from the pool at any time for commencements within the 2024 school year, up to the end of Term 2, 2025.

An Education Assistant (Special Needs) supports the Department's main objective of teaching and learning of students through assisting the teacher in delivering planned education programs and encouraging a supportive and inclusive learning environment.

At Rivergums PS, we aim to provide opportunities for students to develop their intellectual, physical, social, cultural and emotional skills. Students are exposed to the latest pedagogy, assessment strategies and educational research with a clear focus on the implementation of the Western Australian Curriculum. As Education Assistants, you would work under teaching direction in assisting the implementation of specialised education programs such as occupational therapy, speech therapy and physiotherapy programs.

Suitable applicants will provide feedback on education and therapy programs and participate in the evaluation process and assist the teacher or therapist to understand when there is a communication difficulty between them and a student. Ideally, suitable applicants should possess excellent communication and interpersonal skills with the ability to work autonomously and as part of a group. Great teamwork skills with the ability to engage students in creating a welcome and safe learning environment are highly desirable.

Rivergums Primary School opened in 2016 and offers positive and challenging learning programs that encourage all students to develop the necessary knowledge, skills and values to become successful, confident and creative individuals. We are excited to welcome our new recruits to join our ever growing community to aspire for all students to strive for excellence!

To be suitable for this role, you will need to demonstrate the following work related requirements (selection criteria):

- Good written and oral communication skills, including the ability to interact with students with special needs, parents and teaching professionals on the provision of educational programs, and to assist teachers in understanding students where necessary.

- Good interpersonal skills, including the ability to work as part of a team in the evaluation of educational programs, including special education and therapy programs where these have been implemented.
- Good organisational skills that will assist in the delivery and development of effective education programs to students and subsequent feedback to teaching professionals or psychologists.
- Ability to assist teachers or therapists in implementing educational programs, including special education and, should this be a requirement of the position, occupational and/or physiotherapy programs.
- Knowledge of health and physical disabilities in students and adolescents.
- Ability to assist with general health and well-being of students.

Applications will be assessed against these work related requirements (selection criteria) of the position. The business needs of the school may also be considered. It is therefore recommended that you consider all information contained in the advertisement and any other related information before applying for the vacancy.

The Department is an equal opportunity employer and encourages people with disability, Aboriginal and Torres Strait Islander people and persons from culturally diverse backgrounds to apply.

Further information about **Rivergums Primary School** can be found by visiting rivergumsp.s.wa.edu.au or [Schools Online](#)

Additional information about Independent Public Schools is also available [here](#).

For further job related information:

Please contact **Amanda Sykes, Manager Corporate Services** by telephoning (08) 9523 7500 or emailing amanda.sykes@education.wa.edu.au

TO BE INCLUDED WHEN ADVERTISING OVER THE HOLIDAY PERIOD ONLY:

During the school holiday period, please contact [name] on [mobile number].

Application Instructions

All applications are submitted online. Select “Apply for Job”, at either the top or bottom of this screen and follow the instructions on your screen.

Your application should include: **[red highlighted areas are optional]**

- A **[number of pages]** page statement addressing the Work Related Requirements (selection criteria), in context of the role and business needs of the school
- A CV of up to **[number of pages]** pages outlining your employment history and professional learning summary relevant to this position
- The contact details for **[number of referees]** work related referees who can attest to the claims made in your written application, preferably one being your current line manager.

It is recommended you have these documents completed and ready to attach before selecting “Apply for Job”.

You are asked to complete an online application form and attach your documentation, please allow enough time to complete this process as applications cannot be accepted after the closing date and time.

After you have submitted your application online, you will receive an email confirming lodgement. If you do not receive a confirmation email, please telephone (08) 9264 4127.

If you are having difficulty submitting your online application, please telephone (08) 9264 8666 for assistance.

Eligibility and training requirements

Employees will be required to:

- provide evidence of eligibility to work in Australia for the term of the vacancy;
- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of Education’s Screening Unit 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 the Department's training in Accountable and Ethical Decision-Making within six months of appointment and every three years thereafter;
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement;
- complete any training specific to this role required by Departmental policy.

Education Assistants working with Kindergarten students may be required to have, or be actively working towards, a Certificate III in Education Support (or approved equivalent) in order to meet the educator-to-student ratio outlined in the National Quality Standard for Early Childhood Education and Care.

Approved equivalent qualifications are published by the [Australian Children's Education and Care Quality Authority](#).

The Department applies a four (4) day breach period to this selection process.

Applications must be submitted before 4.30pm (WST) on Day, DD MMMM YYYY

***APPLICATIONS MUST BE SUBMITTED ONLINE
PROFORMA, FAXED, HAND DELIVERED, POSTED, EMAILED AND LATE APPLICATIONS
ARE NOT ACCEPTED.***