



## Aboriginal Education Support Coordinator

### Geraldton Senior High School

Aboriginality is considered essential for this position under section 50(d) of the Western Australian Equal Opportunity Act.

<b>Position number</b>	00044332
<b>Agreement</b>	<a href="#">Department of Education (School Support Officers) CSA Agreement 2022</a> or as replaced
<b>Classification</b>	Level 5
<b>Reports to</b>	Principal (School Administrator Level 6)
<b>Direct reports</b>	Nil

### Context

Information about Geraldton Senior High School is available on [Schools Online](#).

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

### Key responsibilities

- Support school staff in implementing the Department's strategic direction for Aboriginal education and in achieving the Department's goals in providing quality education, services and support.
- Provide Aboriginal perspective, knowledge and understanding to support the work of building the capacity of the school staff to strengthen cultural responsiveness and improve education outcomes for Aboriginal students.
- Implement and monitor strategies, programs and procedures to improve outcomes for Aboriginal and Torres Strait Islander students.
- Oversee the implementation of Wajarri language within the school curriculum.
- Provide advice to school staff to support them to engage with and respond in culturally responsive ways to Aboriginal organisations, community members and parents/caregivers.
- Collaborate with school staff to implement school-based strategies and programs to improve outcomes for Aboriginal and Torres Strait Islander students.
- Monitor and draw on the Aboriginal perspectives and knowledge of networks, and advise on strengths, opportunities and/or emerging local issues relevant to education.
- Assist with planning, organising and facilitating professional learning for school staff and staff from partnering agencies on issues relating to Aboriginal education and Aboriginal cultural awareness.

- Provide support, advice and information to school staff to assist with improving Aboriginal education outcomes and education outcomes for the young people involved in the programs.
- Lead, mentor and capacity build the school's Cultural Reference Group and Aboriginal Education Committee.
- Develop and maintain effective working relationships and provide representation on internal and external working parties and committees, as required.

### **Selection criteria**

1. Demonstrated knowledge of local issues and needs of Aboriginal children, families and communities and experience in applying that knowledge to the education sector.
2. Demonstrated well developed organisational, planning and program management skills, including the ability to prioritise tasks to meet deadlines.
3. Demonstrated well developed conceptual and analytical skills and ability to identify and clarify trends and issues and provide innovative solutions to address them.
4. Demonstrated well developed facilitation, negotiation and consultation skills with a proven ability to work collaboratively and maintain effective working relationships within, and external to the Department, including Aboriginal families and communities.
5. Demonstrated well developed written communication skills, including experience in preparing reports and general correspondence.

### **Eligibility and training requirements**

Aboriginality is considered essential for this position under section 50(d) of the Western Australian Equal Opportunity Act.

Employees will be required to:

- 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 3 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 6 months of appointment and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

### **Certification**

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

### **ENDORSED**

Date           4 January 2024  
Reference    D24/0008082