



## JOB DESCRIPTION

<b>Job Title:</b>	Aboriginal Education Support Assistant/ Chaplain
<b>Job Type:</b>	Part-time (0.6 FTE or as negotiated)
<b>Salary Classification:</b>	NT Christian Schools AO 2,1 - AO2,5 scale
<b>2021 Annual Salary Rate Full-time:</b>	\$51,777.00 - \$56,372.00 (10 wks AL) Dependent on qualifications and experience. Plus superannuation contribution of 10% of your annual salary.
<b>School/Entity:</b>	Marrara Christian College
<b>Responsible to:</b>	Principal
<b>Date Advertised:</b>	September 2021

### Introduction

All people who work for NT Christian Schools are expected to have a clear understanding of, and unqualified commitment to the biblical basis, *'What We Believe'*, and to act both in the work place and in other contexts in ways that are consistent with that basis.

With a mutual commitment to God through Jesus Christ, staff members ought to serve and love one another as Christ loves them. This also means an acknowledgement that all people are fallible and need to be entirely reliant upon God. The association has expectations of mutual love, service, trust, acceptance, patience, forgiveness and support.

### General Expectations:

Your work for the organisation involves serving and supporting those people for whom we exist, namely students and their parents. This is the core function for all people employed by NT Christian Schools. Each is expected to work as a member of a team serving and supporting each other in the various tasks to which God has called them. Each team member is expected to contribute positively to the maintenance of a pleasant, purposeful, productive and safe workplace.

These responsibilities and duties are, therefore, underpinned by expectations of generosity, openness teamwork, effectiveness, efficiency, attention to detail, pleasant working relationships and maintenance of an effective, attractive, safe work environment.

This role is to support the education of all aboriginal students across the college. It undertake this support through a range of methods. These include; a listening ear, support in the classroom, communicating with families and communities. Liaising with other members of the welfare team and engaging with external support agencies.

### Primary role

- Work with the welfare team to provide culturally appropriate responses to Aboriginal students
- Provide support to students to stabilise their social and emotional wellbeing
- Support the learning of students in the classroom context

- Share cultural understanding and information with students
- Support teachers to develop culturally safe environments for all students
- Share cultural expertise with staff to improve cross cultural understanding.
- Foster good relationships between college and home communities
- Help support whole college welfare practices

#### **Other Duties:**

- Other duties as required including yard duty and assisting on excursions.
- Attendance at professional development activities and programmes as directed by the Principal from time to time, both during term and non-term times.
- Participating in school and community events (including those outside regular school hours).
- Planning time with teacher/s.
- Evidence of applying the Christian faith to classroom teaching and practices.

#### **You should**

- Be at class on time and for the duration of the time.
- On occasion attend and participate in team meetings and Education Adjustment Plan reviews for students under your care as requested by the Education Support Coordinator.
- Be aware of mandatory reporting requirements.

#### **You should not**

- Take a major role in the discipline of students although it is reasonable to remind students of what is expected of them. Discipline concerns are to be referred to the teacher.
- Be responsible for programming although you may partner with teachers in the development of the program. Your insight is valued.
- Share confidential information about students, families or staff with others apart from in a professional manner with the Principal, the Education Support Coordinator or the teacher you are working with closely.

#### **Selection Criteria**

##### ***Essential***

- Ability to share your Christian faith
- Identify as an Aboriginal person and be accepted by your local Aboriginal community
- Understanding and ability to develop links between the College and the Aboriginal and Torres Strait Islander communities
- Effective interpersonal and communication skills
- Skills in organisation and administration
- Effective skills in working as part of a team
- Working with Children Clearance (ochre card)
- Police clearance certificate (issued within the last 12 months)
- First Aid Certificate
- Education Support qualifications or readiness to study to obtain qualifications

##### ***Desirable***

- Class 'LR' Driver License