

Preschool Assistant

Apply to:	The Principal - Noosa Pengari Steiner School employment@noosasteiner.qld.edu.au
Applications Close:	Friday 1 November 2024
Position Title:	Preschool Assistant
Start Date:	Term 1 2025 (12-month maternity leave contract)
Hours of Duty:	Term Time Monday to Wednesday 8.00am – 3.20pm (possibility of increase in days per week)
Faculties:	Preschool
Responsible to:	Faculty Coordinator
Location:	Noosa Pengari Steiner School, 86 Nyell Road, Doonan

Noosa Pengari Steiner School first opened its doors in 1996 and has now established itself as a strong independent school offering a Steiner/Waldorf Education for students from Kinder to Class 12. We currently cater for 350 students from 200 families and continue to grow as our High School develops.

Primary Objective

Guided and directed by the Preschool Teacher and working with the philosophy and principles of Steiner Education, the Preschool Assistant supports the Teacher to implement the preschool program, to support children to participate as fully as possible in the program and to improve and develop in all areas.

Teacher Assistants have a strong commitment to and understanding of duty of care, participate actively in the life of the school community, and are committed to ongoing individual and collaborative professional development.

Key Responsibilities

- Assist the teacher in implementing the program and participate in morning circles, finger plays, stories and puppet shows.
- Organise food purchases and prepare children's meals.
- Assist the teacher with preparation of materials, activities, celebrations and festivals.
- Assist the teacher to apply behaviour management strategies that contribute to the establishment and maintenance of a supportive learning environment.
- Keep the safety of the children a priority at all times.
- Have a clear understanding of the importance of imitation in the preschool and therefore model good speech and attitudes.
- In conjunction with the teachers, develop a cooperative, harmonious relationship to ensure a consistently caring, secure environment.
- Attend weekly faculty and staff meetings as well as parent teacher meetings once a term
- Attend internal and external professional development as required.
- Maintain strict confidentiality regarding students and parents.

Key Selection Criteria:

- A whole-hearted interest for young children.
- A willingness to deepen own understanding of a Steiner approach to Early Childhood Education.
- Patience, equanimity, enthusiasm, flexibility, and the ability to communicate well with staff, children and parents.
- A willingness to receive instruction and an openness to working as a team member.

Qualifications and Requirements

- Current First Aid and CPR Certificates or a willingness to obtain prior to commencement of employment.
- A Blue Card or the ability to obtain one prior to commencement of employment
- Certificate 3 in Children's Services: Early Childhood and/or working towards completion
- Proof of eligibility to work in Australia

Applications should include:

- Cover letter addressing Selection Criteria (up to 2 pages).
- Curriculum Vitae with contact details for at least two professional referees.
- Evidence of eligibility to work in Australia.