

DISABILITY SUPPORT WORKER

Keilor Campus

Full-time contract commencing as soon as possible until 27 March, 2020

ABOUT OVERNEWTON COLLEGE

Overnewton Anglican Community College is a co-educational Preparatory to Year 12 College catering for over 2,000 students across two campuses located in Keilor and Taylors Lakes.

Overnewton Anglican Community College strives to be an inclusive learning community, providing a respectful environment where students aspire to excellence in a broad range of curricular and co-curricular opportunities. We value our Christian foundation, and the importance of parents as active members of our College family, as we work together, endeavoring to prepare each of our students to be mentally, physically and spiritually ready for life.

Information about Overnewton College is available on the College website: www.overnewton.vic.edu.au.

ABOUT THE POSITION

Applicants are sought for a qualified Disability Support Worker to assist a student in our Senior School. The successful applicant will report to the College Head of Learning Development and Support and will be a member of the LD&S faculty.

The successful applicant will have (at minimum) one of the following qualifications:

- Certificate III in Individual Support (Disability)
- Certificate IV in Disability
- Other appropriate Certificate or Diploma relevant to the work area of Disability

Responsibilities of the role will include, but not be limited to:

- Providing 1:1 support to enable a Senior School student to access relevant school based activities as directed by teaching staff.
- Implementing a prepared Life Skills program with the student.
- Providing supervision and support to enable the student to participate successfully in some group activities as directed by teaching staff.
- Providing supervision and support to the student during recess and lunch breaks.
- Showing initiative and flexibility to redirect work or activities as required based on the individual needs of the student.

The applicant we are seeking will have the following qualities and abilities:

- the ability to provide support in the classroom at the direction of the classroom teacher
- an understanding of learning and physical disabilities
- flexibility and empathy for student learning needs
- a willingness to liaise with classroom teachers regarding the learning needs of the student
- demonstrated ability to work with students at the appropriate year level
- willingness to participate in school excursions and activities as necessary
- an understanding of record-keeping requirements and a willingness to ensure that all such requirements are met for the student

- demonstrated understanding of the importance of confidentiality and a professional approach to the role

Attendance at regular Student Support Group meetings is an expectation of this role. The Disability Support Worker will be expected to carry out recommendations of the SSG, as applicable to the role.

Details of the above expectations, as pertaining to this particular position, will be discussed at interview.

Conditions of employment at Overnewton College

- All teachers will hold current registration with the Victorian Institute of Teaching (VIT). All Education Support Staff will hold a current Working with Children Card.
- It is expected that all staff will support the Christian ethos of an Anglican school, be IT literate and will be involved in the co-curricular program as required.
- Overnewton College is an equal opportunity employer and enforces non-discrimination and safe working policies. All staff must be aware of and able to work within Occupational Health and Safety and Equal Employment Opportunity Legislation. The College's campuses are smoke free.
- Overnewton College has a zero tolerance for child abuse and is committed to providing child safety, children's wellbeing and protecting children from abuse. Ministerial order 870 requires Overnewton College to implement child safety standards and to accommodate and take the needs of all children (including but not limited to, Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities and children who are vulnerable) into account when creating a child safe environment. All staff must comply with Overnewton College's Child Safe policies and related policies and procedures and taking all reasonable steps to promote the safety of children.

THE SELECTION PROCESS

A preliminary short list of applicants will be prepared and first-round interviews conducted by a panel which will include the Head of Learning Development and Support. Final appointments are made by the Principal or his delegate.

All applicants are required to complete the appropriate (ESS) application form, including additional information as specified on the form. The form is available on the College website: <http://www.overnewton.vic.edu.au/our-college/employment.html>

Applications should be emailed to humanresources@overnewton.vic.edu.au

Applications will be processed upon receipt.

Emailed applications will be acknowledged by email. If acknowledgement of your application has not been received after two working days, please contact the Human Resources Assistant, Andrea Turner (Ph: 9334 0035).



Information about the College

Our Vision: *A community of Learners Embracing the Future*

Our Mission: *Overnewton Anglican Community College strives to be an inclusive learning environment with a strong Christian foundation. We value a respectful environment where students, staff and families, working together, aspire to excellence. Broad educational opportunities prepare students to serve as empowered, thoughtful, community-minded citizens.*

Our Values:

Overnewton's Christian foundation binds and informs our values. All members of the community are encouraged to grow spiritually and explore their faith.

COMMUNITY: We are proud to belong to the Overnewton community, doing our best to contribute positively, within and beyond it. The Overnewton community includes students, staff and families, both past and present. The educational and ethical standards that are promoted have a profound effect in the wider community.

LEARNING: We are all lifelong learners, helping each other in our journey towards greater knowledge, understanding and wisdom.

RESPECT: We respect ourselves, our environment and the people who are part of our past and our present. We acknowledge the right of everyone to equality of opportunity and forgiveness for mistakes.

EXCELLENCE: We strive to excel in our learning, our work, our relationships and our play, making the most of every opportunity we are given.

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