



**Tarremah Steiner School**  
**Early Childhood Teacher (Prep)**  
**Position Description 2023**

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**Title:** Early Childhood Teacher (Prep)

**Terms of Employment:** Part-time, commencing Term 1, 2023

**Full Time Equivalent (FTE):** 0.2 / 0.4 FTE

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This position description was written by the School Executive who reserves the right to give new directives and new interpretations to all teachers in accordance with the spirit of this position description and other policies of the school.

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### **Education and Teaching**

1. Teach in accordance with Steiner's Early Childhood educational philosophy, and the Anthroposophical understanding of child development.
2. Commit to ongoing understanding of Steiner Early Childhood education – methodologies and curricula.
3. Prepare Planning Documentation for required subjects and courses as specified by the school, in a timely manner.
4. Establish and maintain a high standard of learning and artistic and social life in the class.
5. Assist with the implementation, development and review of the Australian Steiner Curriculum Framework.
6. Prepare teaching materials and equipment in accordance with the curriculum.
7. Conduct and moderate age-appropriate assessments and provide written and verbal reports to parents/guardians as required.
8. Implement and maintain student records.
9. Resource the programmes within an allocated budget.
10. Prepare for, participate in and engage the class in school activities as required.

### **Communication and Relationship**

1. Consult, advise and liaise with students, parents and representatives from other organisations as necessary.
2. Participate in class meetings for parents and students (when age appropriate) to share curriculum and other school related issues as required by the School Executive.

## **Working together with other teachers and all staff**

1. Participate and contribute to the collegial life of the school, consciously working to foster positive relationships with all teaching and administrative staff.
2. Participate in the promotion of Tarremah and its programmes.
3. Undertake additional tasks to assist the School Executive in the general running and development of the school as required.

## **Professional Development**

1. Attend and participate in all relevant and required staff meetings and professional development as organised by the School Executive.
2. Participate in teacher mentor programmes.

## **Selection Criteria**

### **Knowledge and Skills**

1. Appropriate qualifications, experience and competencies.
2. Demonstrated ability in age-appropriate behaviour and classroom management.
3. A genuine interest in Steiner education and an understanding of how it contrasts with other contemporary educational practices.
4. High level of oral communication and interpersonal skills, appreciating the importance of discretion, tact and confidentiality with the public, parents, staff and students.
5. Demonstrated ability to present lessons imaginatively and artistically in a manner consistent with the Australian Steiner Curriculum.
6. Demonstrated ability to incorporate a range of teaching and learning strategies and methods in the delivery of a quality programme that differentiates the content for a diverse range of abilities and learning styles.
7. Demonstrated ability to warmly relate to children, promoting motivation, enthusiasm and self-direction in learners.
8. Be willing to develop an understanding of the Australian Steiner Curriculum and its implementation through study, in-service and outside opportunities and, to participate in the mentor system in order to facilitate learning.
9. An ability to harmonise personal teaching philosophy with Anthroposophical concepts and ideas so that they are not in conflict.
10. Work collegially and effectively in group decision-making and able to modify points of view when necessary, according to collegial working processes.

## **Qualification and Requirements**

- ◆ Current certificate of registration or, provisional registration to teach, granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.
- ◆ Recognised early childhood qualifications e.g. a Degree specialising in Early Childhood, a Diploma or a Certificate III in Early Childhood Education and Care. (As this is a mixed aged Kindergarten, you would need to hold a teaching degree, in addition to certification allowing you to work with the younger children, unless your Degree allows you to work with three year olds).
- ◆ A current *Working with Vulnerable People Check*.
- ◆ A current First Aid certificate, including the certificate in Asthma and Anaphylaxis, is required. As part of your employment you are required to maintain a current First Aid qualification. The School will cover the cost of refresher training.

## **Work Environment**

The School is committed to high standards of performance in relation to Workplace Health and Safety. All employees are expected to participate in maintaining safe working conditions and to practise, promote and uphold the principle of fair and equitable access to employment/promotion, personal development and training and the elimination of workplace harassment and discrimination. The School is a smoke-free environment.

## **Code of Conduct**

The School's Code of Conduct complements the Constitution and requires employees to act appropriately in the course of their duties and to maintain the confidence of the community in the activities of the School.