Teacher (Prep)

Team | School
Location | Sunnybank
Manager | Team Leader – Sunnybank School Campus
Classification | Professional – *Autism Queensland Limited Employee Collective Agreement*
Employment Status | Permanent Part-time

**Purpose**
To teach young children with autism spectrum disorders (ASD) according to the Australian Curriculum, incorporating individual educational adjustments as part of a collaborative multi-disciplinary team, and thus increase participation and quality of life with a focus on educational outcomes.

**Responsibilities**
- To deliver the Australian Curriculum with appropriate and individualized educational adjustments for Prep and early Primary students
- Undertake assessment of children for purposes of programming and to identify appropriate level and service delivery options
- Complete timely documentation in collaboration with relevant therapists for verification of students with disability as per DET guidelines
- Design, prepare and implement suitable individualised educational programs for each child
- Monitor each child’s progress through observation, data collection and information exchange with parents, AQ colleagues and external stakeholders
- Work collaboratively as part of a multi-disciplinary team to reduce educational barriers for children to access all aspects of the curriculum
- Liaise with parent(s), other carers, and relevant stakeholders
- Maintain accurate records of all communication regarding student needs and programs
- Prepare detailed student reports on a regular basis and as required
- Schedule and provide regular direct contact and/or observation sessions for parents
- Playground duty as timetabled

**Key Performance Indicators**

*Autism Queensland is a not-for-profit organisation with a vision for a life of participation, opportunity and choice for people with Autism Spectrum Disorder.*
• Demonstrated knowledge and ability to implement the Australian Curriculum and individual educational adjustments as required
• Accurate and up to date student records detailing student needs and programs updates
• Reports on student progress provided as and when required
• Successful submission of verification documentation and supporting evidence as per DET guidelines, within set timeframes
• Compliance with Autism Queensland Quality Assurance (AQQA) including Workplace Health & Safety policies and procedures
• Work collaboratively with the multi-disciplinary school team as well as families and external stakeholders
• Visits to other educational settings (outreach visits) are completed as required, documented and communicated to stakeholders
• Ability to positively manage and respond to incidents of behaviours of concern.
• Professional verbal and written communication reporting and record keeping

Essential Criteria
• Tertiary qualifications in Education and/or Special Education
• Current registration with the Queensland College of Teachers
• Demonstrated experience with prep and/or primary aged children with ASD and/or special needs
• Current knowledge of theories and research regarding child development, ASD and disability, and legislation
• Demonstrated understanding of the benefits and issues related to supporting children, their families and other stakeholders in a range of settings including the child’s home
• Demonstrated ability to work autonomously and collaboratively within a multi-disciplinary team
• Proven effective interpersonal and written communication skills
• Demonstrated commitment to working with and supporting families and other stakeholders

Additional highly-regarded criteria
• Post-graduate qualifications in Special Education
• Experience in working with children with challenging behaviours and complex learning needs

Special Conditions & Requirements
• Retention of an open Driver’s Licence
• It is the responsibility of the employee to hold a current, recognized Provide First Aid qualification
• Incumbent must possess, or obtain at their own expense, a current Criminal History Screening Card/s or relevant Exemption Card if/as required by current legislation
• Attendance at and participation in staff meetings (including after-hours at times) and Pupil-Free Days

Position Description Reviewed: February 2018