

## Role Profile

### Group Assistant – Early Years

## Purpose

The purpose of this position as a Group Assistant is to work under supervision, supporting early childhood professionals in the provision of quality teaching and therapy services for autistic children within the EarlyAQtion Early Childhood Groups.

## Responsibilities

This role is a term time position with annual leave to be taken in school holiday periods where the opportunity to participate in our vacation care program does not arise.

- Support early childhood teachers and therapists in the design, preparation and implementation of individualised programs for each child participating in the EarlyAQtion groups
- Know and understand each child's learning and development goals and work as directed to help children achieve their goals
- Initiate, engage children in and supervise cooperative, positive and flexible interactions through a variety of play activities and tasks in both the classroom and playground
- Assist in maintaining a safe and secure, clean and tidy learning environment for all children
- Required to move in order to interact with children at their physical level throughout the duration of the program, in addition to set up and pack up of the environment. Required to perform frequent physical activity including:
  - Standing and/or walking (frequent)
  - Handling and gripping low items (frequent)
  - Lifting, carrying, pushing and/or pulling, bending, twisting, kneeling, crouching, squatting, reaching (occasional)
- Provide administrative and other support as needed, e.g. reporting and data collection as directed, preparation of individualised resources, maintenance of equipment
- Actively develop own understanding of autism and Positive Behaviour Support, both on-the-job and by accessing AQ resources
- Attend and participate at staff meetings when scheduled during regular working hour

## Highly Regarded

- Experience with autism and/or supporting children who present with challenging behaviours
- Experience with therapy and/or educational and play-based programs which may include self-care, toileting, feeding and social skills

## Requirements

- Certificate III in Early Childhood Education and Care or Education Support (*or higher/equivalent*)
- NDIS Worker Screening Clearance (Yellow Card)
- Working With Children Check (Blue Card)
- Current open driver's license
- Current, recognized Provide First Aid including Provide CPR qualification
- Certificate of Completion in NDIS Worker Orientation Module "Quality Safety and You"