

Learning Facilitator Early Years Behaviour Guidance

Team	Consultancy and Learning
Location	State-Wide
Manager	Coordinator Early Years Behaviour Guidance

Purpose

The purpose of this position as Learning Facilitator Early Years Behaviour Guidance is to develop and facilitate high quality supports to regulated early childhood services to build educator capability to positively guide children's behaviour.

Responsibilities

- Develop and deliver workshops to enhance the confidence, knowledge and skills of educators in regulated early childhood services including out of school hours care, sessional kindergartens, long day care services and family day care.
- Provide practical and responsive online consultation to educators.
- Develop evidence informed resources to support educators in regulated early childhood services.
- Bring experience and knowledge to the design and implementation of adult learning activities which is responsive to the individual needs of educators and the people they support (children, their families, and other relevant stakeholders).
- Conduct ongoing review of relevant research and other information relevant to the design and development of workshop content and service resources.
- Deliver professional development and education programs in a range of delivery modes including face to face and online.
- Establish and maintain effective collaborative relationships with relevant stakeholders to facilitate their participation providing support, education and inclusion of children.
- Maintain accurate data and records and provide timely and informative reports as required by the Coordinator Early Years Behaviour Guidance and Manager Early Years Inclusion.

Key Performance Indicators

- Production and delivery of quality professional development in a timely manner.
- Responsiveness to targeted phone and email support to queries from the early childhood sector.
- Timely development of targeted resources to support understanding of positive behaviour guidance within the sector.
- Services are developed and delivered, drawing on evidenced-based practices for children and adult learning principles with applied understanding of Positive Behaviour framework.

- Effective collaboration with AQ Professional Leads, Coordinator Early Years Behaviour Guidance, and Manager Early Years Inclusion, ensuring services align with AQ principles, best practice and evidence-informed research.
- Positive feedback received from regulated early childhood services that indicates effective, flexible and quality services have been provided.
- Evidence of appropriate information/data collection, completion of reports and other documentation as required.
- Attendance at and active participation in all required meetings
- Compliance with Autism Queensland Quality Assurance (AQQA) including Workplace Health & Safety policies and procedures.
- Acting in alignment with AQ's Vision, Mission and Values with a strategic approach to the development and improvement of Autism Queensland services
- In conjunction with team members, delivery of minimum 80 workshops over the project period.
- Resources developed are in line with AQ Practice Excellence Framework and AQQA.

Requirements

- Tertiary qualification in Education, Speech Pathology, Occupational Therapy or Psychology
- Demonstrated ability and experience in facilitating professional development and/or training
- Minimum six years' postgraduate experience
- Demonstrated high level evidence-based understanding and expertise in Positive Behaviour Guidance and adult learning principles
- Demonstrated high level of understanding of contemporary inclusion practices and universal design
- High level interpersonal, written and verbal communication skills
- Proven ability to work autonomously under direction and collaboratively as a member of a team
- Highly effective time management and organisation skills with intermediate computer skills
- Capacity to work outside of standard business hours, evenings and occasional weekend work, to deliver workshops and address the scheduling requirements of the Early Childhood sector.

Highly-regarded

- Post-graduate qualifications relevant to the field
- Experience working within other Autism Queensland teams
- Experience working in a multi-professional or trans-professional team
- Demonstrated experienced in provision of consultancy services
- Knowledge of QKLG, EYLF, My Time, Our Place

Special Requirements

- Current registration or eligibility for registration with the relevant Professional Board or Association in Queensland
- NDIS Worker Screening Clearance
- Current open driver's license
- Intrastate travel and out of normal hours work
- May be required to use own vehicle for work purposes when an AQ pool vehicle is not available
- Current, recognised Provide First Aid including CPR qualification
- Certificate of Completion in NDIS Worker Orientation Module "Quality Safety and You"

Position Description Reviewed: April 2024