

Learning Facilitator

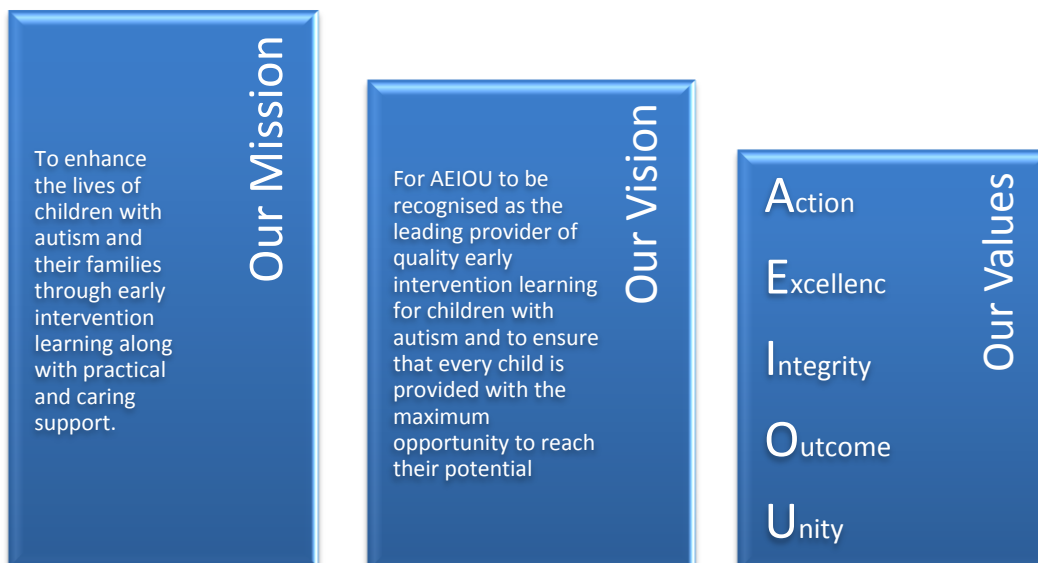
Location:	AEIOU Service	Essential Qualification(s):	Minimum Cert III Children's Services Diploma Children's Services (desirable) or studying towards one of these
Tenure and Status:	Permanent, fixed term Full-time or Part-time	Essential licence(s):	Ability to obtain Positive Blue card Current first aid, CPR, asthma & anaphylaxis, if Diploma qualified, Supervisor's Certificate
Classification:	Award/EBA	Probationary Period:	3 months
Position resources:	2 x uniform shirts	Annual Leave:	5 weeks
Delegation of Duties:	Early Childhood Teacher/Room leader Centre Manager	Authorities in your absence:	Early Childhood Teacher/Room Leader Centre Manager

AEIOU Foundation

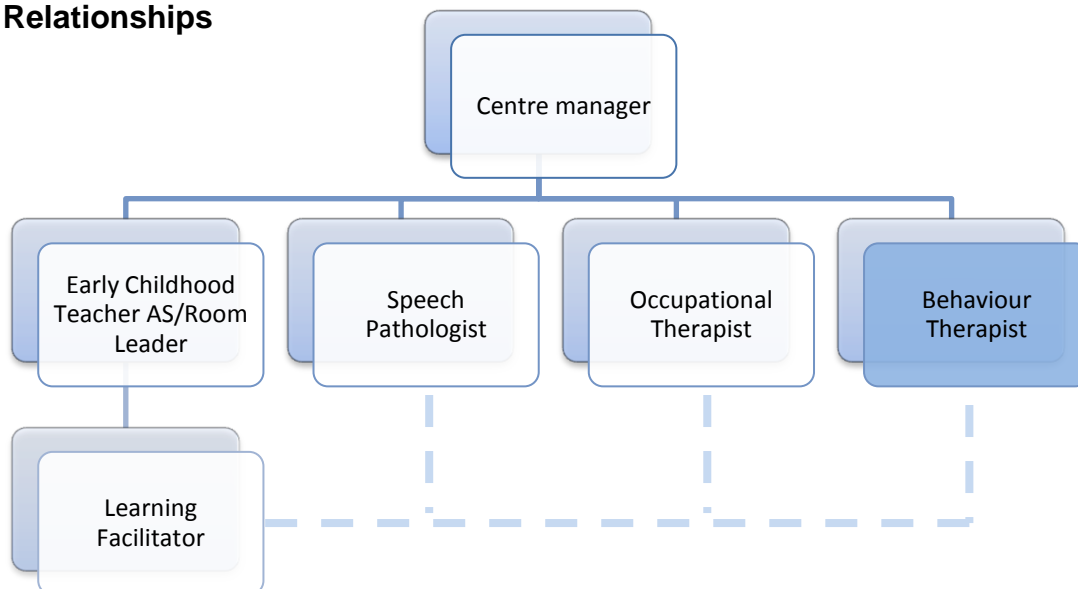
The AEIOU Foundation is a not-for-profit organisation and one of Australia's leading providers of full-time and part-time early intervention for children who have been diagnosed with an autism spectrum disorder who are aged 2 ½ to 6 years. AEIOU provides the only service of its kind in Queensland, delivering a curriculum which has been specifically developed to meet the individual needs and strengths of each child.

At AEIOU, children are supported by a range of professionals, including skilled learning facilitators, early childhood teachers, speech pathologists and occupational therapists. The program is also supported by a dedicated research and psychology team.

AEIOU is recognised for delivering a high-quality curriculum, with a program based on evidence-based practices. The Foundation also works with the broader community to raise awareness and improve service delivery.



Reporting Relationships



Other key relationships include the wider AEIOU team, children, parents, families and carers.

Position Purpose

The role of Learning Facilitator is to assist with the implementation of a high quality intervention program for children with autism spectrum disorder under the guidance of teachers and allied professionals, responding to the individual strengths and interests of children and families.

Position Responsibilities

- To work as a team member to provide a safe and stimulating environment for children's learning, development and care
- Contribute to an atmosphere of trust and professional respect through an attitude of openness, tolerance, constructive conflict resolution processes and maintenance of confidentiality
- To support the teaching staff with curriculum planning and behaviour strategies, including using agreed intervention techniques
- To work as part of a team to generate an environment that meets the individual needs of the individualised emotional, social, intellectual and physical needs of the children in the centre.
- Acknowledge families as a valuable resource and develop positive relationships with them based on mutual respect and open communication
- To understand and respect parents and children with different cultural and ethnic backgrounds to ensure that diversity is valued by the centre.
- To contribute to arranging and maintaining the indoor/outdoor play areas in a visually stimulating, safe and hygienic condition
- To be able to complete administrative and auditing tasks
- To document observations, collect data and follow plans relating to children's behaviour and individual plans
- To provide personal care (eg. toileting, nappy changing and feeding) for children in accordance with regulations To contribute to the classroom organisation including the production, organisation and maintenance of appropriate curricular and teaching materials
- Maintain a professional approach to work, which reflects the centre's philosophy, policies and procedures and ensures confidentiality in all aspects of the centre operations
- Ensure that standards required by state regulations and national accreditation standards are adhered
- To carry out duties as per daily rosters and routines
- To participate in meetings
- To undertake appropriate professional development
- To contribute to the review and continuous improvement activities of the organisation
- To contribute to the running of the centres, housekeeping and WHS
- To demonstrate efficiency and high work ethic
- To view performance competencies, [click here](#)

Organisational Responsibilities

- To comply with all AEIOU policies and procedures at all times
- A commitment to meeting and exceeding customer expectations
- To adopt and embrace the organisation's values
- To recognise and acknowledge the constraints that affect AEIOU and assist in making in necessary changes
- To ensure the environment is kept in a safe and hygienic state at all times
- To promote AEIOU to the local and wider communities
- A commitment to work as an effective team member
- To assist team members in understanding and responding to challenges, change and conflict
- To ensure that all communication is completed in a professional and polite manner
- To follow and practice correct fire and emergency evacuation procedures
- Consider Workplace, Health & Safety at the service at all times

Key Selection Criteria

- Experience in working with children with Autism Spectrum Disorder (ASD) preferable or willingness to learn ASD specific techniques
- A developing understanding of theories of early childhood development
- An ability to document observations , collect data and follow plans relating to children's behaviour and development
- Working knowledge of legislation that regulates to long day care services
- Working knowledge of National Quality Standards and Human Services Quality Framework and standards
- Knowledge and understanding of the EYLF and Queensland Kindergarten guidelines A developing understanding of the provision of safe, well planned indoor and outdoor learning environments
- An ability to work as an effective team member and to support the teacher and allied health professionals
- Well-developed interpersonal, oral and written communication skills