

## Learning Facilitator

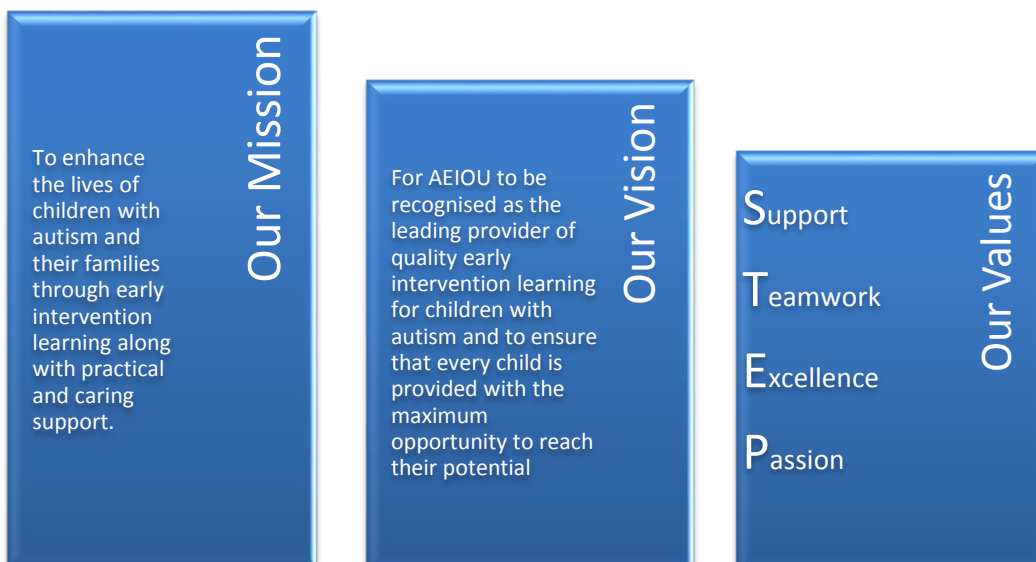
<b>Location</b>	AEIOU Services	<b>Essential Qualification(s)</b>	Minimum Cert III Children Services Diploma in Children Services (desirable) or studying towards one of the above
<b>Tenure and Status</b>		<b>Essential licence(s)</b>	Blue Card (Positive Notice) Current first aid, CPR, asthma & anaphylaxis If Diploma qualified, Supervisor Certificate
<b>Classification</b>	EBA	<b>Probationary Period</b>	3 months
<b>Position resources</b>	2x AEIOU Shirts	<b>Annual Leave</b>	5 weeks
<b>Delegation of Duties:</b>	Centre Manager	<b>Authorities in your absence:</b>	Centre Manager

### AEIOU Foundation

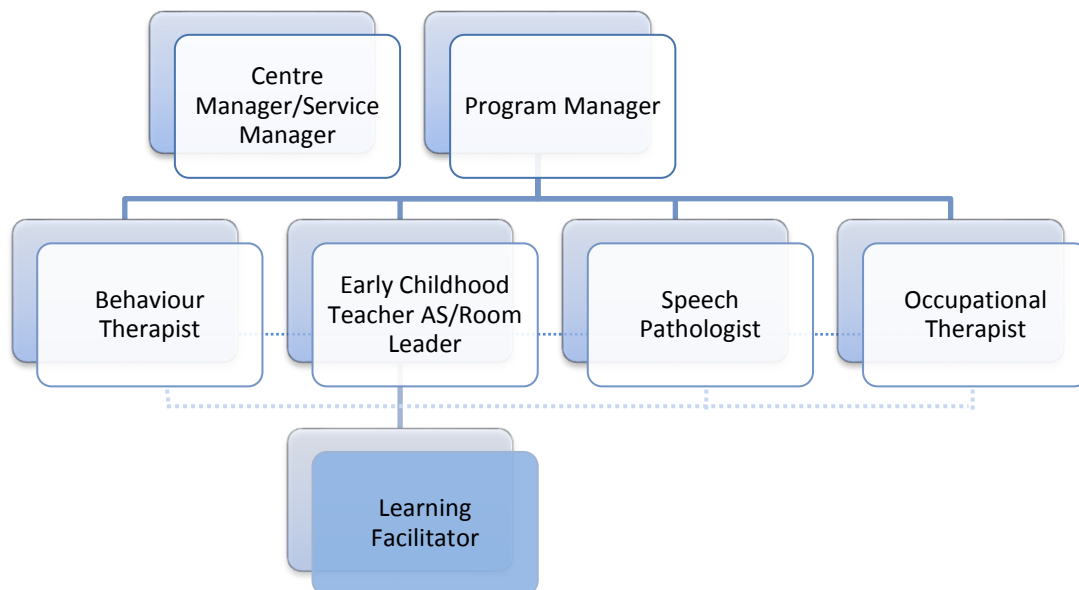
AEIOU Foundation’s evidence-based intensive early intervention program provides opportunities for children with autism to achieve lifelong outcomes.

Our program is designed for children aged 2 to 6 years who have moderate to severe needs. Our curriculum, which meets international standards, is delivered by a transdisciplinary team of qualified therapists and educators, with a high staff-to-child ratio.

AEIOU Foundation is proud to employ highly qualified and experienced staff across our centres and we are committed to maintaining and improving skills and knowledge through a rigorous professional development program.



## 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

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| <ul style="list-style-type: none"> <li>• To work as a team member to provide a safe and stimulating environment for children’s learning, development and care</li> <li>• Contribute to an atmosphere of trust and professional respect through an attitude of openness, tolerance, constructive conflict resolution processes and maintenance of confidentiality</li> <li>• To support the centre staff with curriculum planning and behaviour strategies, including using agreed intervention techniques</li> <li>• To work as support to 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.</li> <li>• Acknowledge families as a valuable resource and develop positive relationships with them based on mutual respect and open communication</li> <li>• To understand and respect parents and children with different cultural and ethnic backgrounds to ensure that diversity is valued by the centre.</li> <li>• To contribute to arranging and maintaining the indoor/outdoor play areas in a visually stimulating, safe and hygienic condition</li> </ul> | <ul style="list-style-type: none"> <li>• To be able to assist in completing administrative and auditing tasks</li> <li>• To follow plans relating to children’s behaviour and individual plans, if required 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</li> <li>• Ensure that standards required by state regulations and national accreditation standards are adhered</li> <li>• To carry out duties as per daily rosters and routines</li> <li>• To participate in meetings if required</li> <li>• To undertake appropriate professional development</li> <li>• To contribute to the review and continuous improvement activities of the organisation</li> <li>• To contribute to the running of the centres, housekeeping and WHS</li> <li>• To demonstrate efficiency and high work ethic</li> </ul> |
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## Organisational Responsibilities

<ul style="list-style-type: none"><li>• To comply with all AEIOU policies and procedures at all times</li><li>• A commitment to meeting and exceeding customer expectations</li><li>• To adopt and embrace the organisation's values</li><li>• To recognise and acknowledge the constraints that affect AEIOU and assist in making in necessary changes</li><li>• To ensure the environment is kept in a safe and hygienic state at all times</li><li>• To promote AEIOU to the local and wider communities</li></ul>	<ul style="list-style-type: none"><li>• A commitment to work as an effective team member</li><li>• To assist team members in understanding and responding to challenges, change and conflict</li><li>• To ensure that all communication is completed in a professional and polite manner</li><li>• To follow and practice correct fire and emergency evacuation procedures</li><li>• Consider Workplace, Health &amp; Safety at the service at all times</li></ul>
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## Key Selection Criteria

<ul style="list-style-type: none"><li>• Early childhood qualification must be on the ACECQA approval list <a href="http://www.acecqa.gov.au/Qualifications.aspx">http://www.acecqa.gov.au/Qualifications.aspx</a></li><li>• A developing understanding of theories of early childhood development</li><li>• An ability to document observations of children's behaviour and development</li><li>• Working knowledge of legislation that regulates long day care services</li><li>• Working knowledge of National Quality Standards and Disability Standards</li><li>• Knowledge and understanding of the EYLF and Kindergarten guidelines</li><li>• Willingness to learn</li><li>• Willingness to continue developing skills and study</li></ul>	<ul style="list-style-type: none"><li>• A developing understanding of the provision of safe, well planned indoor and outdoor learning environments</li><li>• An ability to work as an effective team member and to support the teacher/room leader and/or allied health professionals</li><li>• Well-developed interpersonal oral and written communication skills</li><li>• Experience in working with children with autism or willingness to learn</li></ul>
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