

Job description

Agency	Department of Education	Work unit	Maningrida College
Job title	Integrated Early Childhood Services Leader	Designation	Senior Teacher 2
Job type	Full time	Duration	Fixed to 13/12/2024
Salary	\$134,799	Location	Maningrida
Position number	44743	RTF	276087
		Closing	10/09/2023
Contact officer	Petrina Hayward, Principal Maningrida College on 08 8979 5950 or Petrina.Hayward@education.nt.gov.au		
About the agency	https://education.nt.gov.au/		
Apply online	https://jobs.nt.gov.au/Home/JobDetails?rtfId=276087		

APPLICATIONS MUST INCLUDE A ONE-PAGE SUMMARY ABOUT YOU, A DETAILED RESUME AND COPIES OF YOUR TERTIARY QUALIFICATIONS.

Information for applicants – inclusion and diversity and Special Measures recruitment plans

The NTPS values diversity. The NTPS encourages people from all diversity groups to apply for vacancies and accommodates people with disability by making reasonable workplace adjustments. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer. For more information about applying for this position and the merit process, go to the [OCPE website](#). Aboriginal applicants will be granted priority consideration for this vacancy. For more information on Special Measures plans, go to the [OCPE website](#).

Primary objective

The primary objective of this position is to provide leadership for the operational aspects of the Manayingkarirra Child and Family Centre. This includes overseeing the effective functioning of the FaFT, Crèche, and Preschool programs while ensuring compliance with the National Quality Standards (NQS) and adherence to the Early Years Learning Framework (EYLF). Additionally, the position entails integrating high-quality early childhood and parenting services within the Child and Family Centre by coordinating a governance group of local stakeholders to engage all sections of the community in decision-making processes.

Context statement

The Manayingkarirra Child and Family Centre is a cornerstone of Maningrida College, offering diverse programs like the Family as First Teachers' Program and Manayingkarirra Creche, focused on children aged 0-5 years. Its mission involves innovative initiatives, collaboration with various agencies, and a commitment to community benefit. By fostering partnerships and creating essential programs, the centre strives to enhance early childhood development and family support within the community, solidifying its role within Maningrida College's framework.

Key duties and responsibilities

1. Provide leadership and day-to-day management of the operational aspects of Manayingkarirra Child and Family Centre, including FaFT, Crèche, and Preschool, ensuring compliance with the National Quality Standards (NQS) and utilising the Early Years Learning Framework (EYLF).
2. Take responsibility for effective leadership and management, integrating quality early childhood and parenting services within the Manayingkarirra Child and Family Centre, Preschool, and FaFT.
3. Lead capacity building and professional learning for Indigenous staff by managing and facilitating ongoing collaborative training and professional development within the centre, Preschool, FaFT, and the Crèche.
4. Monitor program initiatives and staff performance to ensure efficient resource management and achievement of program objectives, and provide comprehensive reports to the Maningrida College Principal.
5. Collaborate with principals and the business manager to oversee the centre's finances, aligning them with the school's Annual Operating Plan (AOP) and ensuring the delivery of high-quality programs throughout the Child and Family Centre.
6. Develop and manage a reference group of local stakeholders to engage the community in decision-making processes for early childhood and parenting programs.
7. Provide expert advice to stakeholders and clients, including school management and staff, regarding integrating early childhood education and care programs.

Selection criteria

Essential

1. Approved bachelor's degree in education (Primary/Early years) or an equivalent qualification.
2. Having a qualification that is acknowledged by ACECQA and hold a current First Aid Certificate and CPR training.
3. Demonstrate effective leadership abilities to oversee the operational aspects of the Manayingkarirra Child and Family Centre.
4. Demonstrated exceptional Interpersonal and Communication Skills.
5. Proven understanding of early childhood education and care and proficiency in the Early Years Framework.
6. Proven experience and knowledge in strategic and operational planning within complex service environments.
7. Demonstrate proven knowledge of regulatory requirements set by the Australian Children's Education and Care Quality Authority (ACECQA).
8. Proven ability to engage and collaborate effectively with Indigenous staff, children, families, and individuals from diverse cultural backgrounds.
9. Proven ability to work autonomously, make independent decisions, and take accountability for program outcomes.
10. Demonstrate the capacity to coordinate and manage diverse multidisciplinary teams.
11. Proven comprehensive understanding of national policy issues relevant to the education sector and the Education and Care Services National Law and Regulations.
12. Demonstrate effective conflict management skills when dealing with staff, students, families, and parents.
13. Proven experience in overseeing financial matters.
14. Proven the skill to develop and manage a reference group of local stakeholders.

Further information:

1. All applicants must be registered with the Teacher Registration Board of the Northern Territory and have a current Working with Children Notice (Ochre Card) from SAFE NT or can obtain it.
2. Ability to obtain NLC permits (Work and Residential permits).

Approved: August 2023

Petrina Hayward, Principal Maningrida College