**JOB DESCRIPTION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Agency** | Department of Education | | | **Work Unit** | Bakewell Primary School |
| **Job Title** | Special Education Teacher | | | **Designation** | Classroom Teacher |
| **Job Type** | Full Time | | | **Duration** | Fixed from 20/4/2020 to 17/12/2020 |
| **Salary** | $75,168 - $107,801 | | | **Location** | Palmerston |
| **50601** | 50601 | **RTF** | 183843 | **Closing** | 24/02/2020 |
| **Contact** | Nicole Miller, Assistant Principal on 08 8997 7400 or [Nicole.miller1@ntschools.net](mailto:Nicole.miller1@ntschools.net) | | | | |
| **Agency Information** | [www.education.nt.gov.au](http://www.education.nt.gov.au) | | | | |
| **Information for Applicants** | **Applications must be limited to a one-page summary sheet and an attached resume/cv.**  For further information for applicants and example applications: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/employment-templates-and-guidelines/) | | | | |
| **Information about Selected Applicant’s Merit** | If you are selected and accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/employment-templates-and-guidelines/) | | | | |
| **Inclusion & Diversity** | The NTPS values diversity and aims for a workforce which is representative of the community we serve. We strongly welcome and encourage people from all diversity groups to apply and strive to accommodate people with disability by making reasonable workplace adjustments when required. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer. | | | | |
| **Special Measures** | Under an approved **Special Measures** recruitment plan, Aboriginal and Torres Strait Islander applicants will be given priority consideration and preference in selection for this vacancy if they meet all essential selection criteria and are suitable at the position level. | | | | |
| **Apply Online Link** | <https://jobs.nt.gov.au/Home/JobDetails?rtfId=183843> | | | | |

**Primary Objective:**

Towork within the Leadership Team and in collaboration with the Senior Special Education Teacher to oversee the provision of adjustments and other services for students with additional needs in Preschool to Year 2.

**Context Statement:**

Bakewell Primary School is a large Independent Public School located in Palmerston. The school has an enrolment of approximately 900 students from Preschool to Year 6 with 19% identifying as Aboriginal, 6% from Australian Defence Force families and 14% as English as a Second Language/Dialect. Key initiatives at Bakewell Primary School include Explicit Instruction, AVID (Advancement via Individual Determination), 1:1 iPad Learning Program, Robotics, Bakewell School Supported Playgroup, CLIL (Content and Language Integrated Learning), School Counsellor and therapeutic services. Bakewell Primary is an approved Charles Darwin University Teaching School. Staff at Bakewell reflect on teaching practices and engage in coaching and mentoring within a supportive team environment. Bakewell is committed to delivering excellence in education with a focus on positive relationships and high expectation.

**Key Duties and Responsibilities:**

1. Collaboratively work with staff, families, agencies and Student Support Services to implement processes that support students with disabilities and learning difficulties in the Early Years.
2. Provide leadership to teachers in matters relating to curriculum delivery and assessment, student wellbeing and behaviour management to meet the individual needs of these students.
3. Provide leadership and support to teachers and learning support assistants to implement the appropriate adjustments required, enabling the student with disability to successfully access the curriculum.
4. Lead the process of developing and reviewing EAPs every semester for students with a significant diagnosis and/or substantial adjustment needs.
5. Develop and maintain efficient processes ensuring on-going data and student records are maintained for EAP reviews and the National Consistent Collection of Data (NCCD).
6. Develop and implement intervention programs as needed to support students with additional needs.

**Selection Criteria**

**Essential:**

1. Registration with the Teacher Registration Board of the NT and hold a Working with Children Clearance Notice (Ochre Card).
2. Proven ability to lead and participate in collaborative planning and delivery of quality educational programs and plans for students with special needs.
3. Qualifications and/or experience in fulfilling the role of Special Education Teacher.
4. Classroom teacher experience with students in the Early Years (Preschool to Year 2).
5. Proven team building and management skills which includes working collaboratively across the school.
6. Demonstrate sound interpersonal skills to work effectively with all client groups in a cross cultural setting.
7. High level written and oral communication skills to manage, negotiate and implement education adjustments in improving the educational outcomes for special needs students.

**Approved: February 2020 Jackie Roberts, Principal**