



St Cecilia's Catholic Primary School

CASUAL RELIEF TEACHER AND CASUAL RELIEF EDUCATION ASSISTANT

St Cecilia's Catholic Primary School is seeking professional, high quality, enthusiastic relief staff to join our team from the commencement of Term One, 2021. As Casual Relief, you will fill day to day teaching placements as well as the possibility of longer-term contracts. This may be due to staff illness, absence due to Professional Development or release for other duties, such as one-to-one assessment and testing.

Graduate and experienced teachers and teacher assistants are encouraged to apply.

This position offers the ideal opportunity to broaden your experience through involvement in classroom teaching at all Early Childhood and Primary stages.

Casual Relief Teacher duties will include, but not be limited to:

- Follow and implement planning left by the regular classroom teacher. In the rare event that no plans are left, be prepared to, and be able to, think of lessons on the spot.
- Support students in their work
- Deliver high quality learning experiences
- Create a positive learning environment
- Manage behaviours appropriately
- Supervise students in the playground (when asked)
- Collaborate with other staff as and when required
- Be flexible in your daily routine
- Complete a Casual Relief feedback sheet and leave it for the classroom teacher for when they return to duty.

Casual Relief Education Assistant duties will include, but not be limited to:

- Work alongside the classroom teachers to support their role
- Work with small groups of children for targeted programs
- Manage behaviours appropriately
- Supervise students in the playground (when asked)
- Collaborate with other staff as and when required

To be considered, candidates for Casual Relief Teacher must meet the following criteria:

- A recognised tertiary teaching degree (Teachers only)
- Must have current or pending registration with Teacher Registration Board of Western Australia (TRBWA) (Teachers only)

There are no formal qualifications necessary to be considered for a Casual Teacher Assistant position; however, completed, or willingness to complete, Certificate III or Certificate IV in Education Support, or a traineeship, will be highly regarded.

Faith Family Friendship

To be considered for either Casual Relief Teacher or Casual Relief Teacher Assistant, candidates must meet the following criteria:

- Must have a current Working with Children Check and Nationally Coordinated Criminal History Check
- Be an Australian or New Zealand citizen, permanent resident or have a valid visa with relevant work rights from the Department of Home Affairs
- Be familiar with and confident in using various forms of IT
- Demonstrated ability to uphold the Catholic Ethos and values of the school
- Have a willingness to be part of a collaborative, dedicated and enthusiastic staff
- Demonstrate excellent classroom management and organisational skills that create supportive and safe environments
- Demonstrate initiative, flexibility, resourcefulness and a passion for education
- Strong communication and organisation skills

It is a requirement of employment that consent to Employment Screening checks will be completed. It is also a requirement that all Casual Relief staff undertake Mandatory Reporting training and be inducted on our Code of Conduct.

All applicants must have a great attitude and ability to build rapport with students and staff. If you are not prepared to make the day of every single child you teach, please do not apply.

All enquiries and resumes should be sent to:

The Principal, Mr Robert Palladino
St Cecilia's Catholic Primary
35 Sutherland Street
PORT HEDLAND WA 6721
P: 08 9174 7000

E: admin@stcecilia.wa.edu.au (Please include *Casual Relief* as the subject heading)

Please provide an up-to-date resume outlining your teaching and education related experience and please provide contact details for at least two education-based referees. (Student mentor teachers are acceptable.)