

Role Description – OSHC Lead Educator

Position Title	OSHC Lead Educator
Reports to	OSHC Coordinator and School Director
Faculty	Business Operations
Level	As per the SVSS Enterprise Agreement – OSHCGL \$39.5806 plus split shift allowance when applicable.
Commencement Date	Immediate commencement
Key relationships	OSHC Coordinator, School Director, Early Childhood & Primary School Faculty Directors, OSHC Assistants, Students, Parents, Administration Team

About Us

Nestled on 20 acres of stunning bushland and vibrant gardens in the tranquil Samford Valley, just 35 minutes from Brisbane's CBD, Samford Valley Steiner School (SVSS) offers a unique and vibrant educational journey for children from preschool through Class12.

As Queensland's largest Steiner school, we bring the richness of an independent education inspired by Rudolf Steiner's philosophy to life, and thoughtfully meeting Queensland curriculum requirements. Here, students experience a holistic, inspiring approach that ignites curiosity, resilience, and a love for learning.

With a passionate faculty, a supportive community, and modern facilities harmonised with nature, SVSS is dedicated to nurturing well-being and resilience in every child. We strive to cultivate compassionate, capable individuals who are ready to make a thoughtful impact in the world.

If you share our commitment to inspiring young minds and fostering a love for learning, we invite you to join us in making a meaningful difference.

The Role

We are seeking an OSHC Lead Educator to join our team in a part time capacity with an immediate commencement.

The OSHC Lead Educator provides leadership within the Outside School Hours Care service, offering Before School, After School and Vacation Care to students and families of the school. This position supports the OSHC Coordinator in the daily operation of the service, and assumes responsibility in their absence, ensuring delivery of a safe, nurturing, and engaging care environment that aligns with Steiner principles and complies with all legislative and regulatory standards.

Your contribution

You will make a significant contribution to the life of our school.

Your key accountabilities will include

- Leading daily operations in the OSHC Coordinator's absence, ensuring smooth delivery of before/after school care and vacation programs
- Supporting the delivery of a developmentally appropriate, Steiner-aligned, play-based learning environment
- Ensuring compliance with the National Quality Framework (NQF), Education and Care Services National Regulations, and SVSS policies
- Coordinating staff and maintaining appropriate educator-to-child ratios during all operating hours
- Building respectful relationships with families and providing responsive, professional communication
- Supervising OSHC Assistants and supporting their professional practice and development
- Ensuring a safe, clean and hygienic environment in accordance with WHS standards
- Engaging in continuous improvement initiatives, supporting the service's quality improvement plan
- Acting in accordance with SVSS's Vision and Core Principles

What we are looking for

For this role, we will consider how well you:

- Strong leadership and interpersonal skills within an OSHC or early childhood setting
- Ability to deliver creative, engaging and inclusive programs aligned with child development principles
- Knowledge of, or openness to, Steiner education principles
- Excellent communication and stakeholder engagement skills with families, staff, and students
- Organisational skills and the ability to manage day-to-day operations confidently and independently
- Commitment to professional development and continuous quality improvement
- Ability to foster a positive, safe, and inclusive team environment

Mandatory requirements

- Diploma of Early Childhood Education and Care (or equivalent/higher approved ACECQA qualification)
- Current Blue Card (Working with Children Check – QLD)

- Geccko (1-4) National Child Safety Training
- Current First Aid, CPR, Asthma and Anaphylaxis certifications
- Minimum two years' experience in an OSHC or early childhood setting
- Demonstrated understanding of the NQF, National Law and Regulations
- Willingness to work in alignment with the Steiner ethos and Samford Valley Steiner School's values

All staff must adhere to SVSS policies, Code of Conduct, and contribute to a safe working environment

Interested in applying?

To enable us to assess your merit, your application should include:

- Your current resume
- A brief letter (1–2 pages) telling us why you are interested in this role. This should not be a restatement of your resume but your opportunity to tell us about yourself, what you'll bring to the role and what you hope to get out of it

Conditions and benefits of the role

Your employment experience with us will include:

- Work-life balance with flexible working options
- Competitive salary and benefits including up to 12.75% superannuation
- Leave loading and generous leave entitlements
- Ongoing professional learning and career development
- A collaborative and supportive work environment
- The opportunity to make a difference in the lives of students