

## **SPECIAL EDUCATION TEACHER APPLICATION PACKAGE 2020**

Thank you for your interest in applying for the Special Education Teacher Position at *Samford Valley Steiner School*. The position is a permanent part time contract commencing at the beginning of January 2020.

The package for the above position is enclosed. It is composed of:

1. Information for Applicants
2. Selection Criteria
3. Role Description

Should any of the above documents be missing from your package, please contact the office on 07 3430 9600.

Please read these documents carefully before seeking further information.

Yours sincerely,

Tracey Taylor  
School Director

## **Information for Applicants**

Thank you for your interest in the advertised position. The aim of this *Application Package* is to help you understand the selection process so that you can present your best case for appointment.

The basis for selection is the relative merit of each applicant in relation to the selection criteria identified in the *Role Description* and the *Selection Criteria*.

The *Role Description* should be read carefully. It provides information regarding the following:

1. Position title
2. Area
3. Location
4. Role Relationships
5. Role Context
6. Role Purpose
7. Key Accountabilities

### **Remuneration**

Above the State Award and dependent upon experience and qualifications.

### **Hours of Duty**

This is a permanent part-time contract position of 0.6 FTE from 1 January 2020.

### **Probation**

There is a 6 month probationary period.

### **Qualifications**

Must have teacher registration in Queensland or be eligible to apply. Degree in Special Education desirable but not essential if teaching experience in a Special Education setting.

## **How to Apply**

Your application should include:

1. A brief summary of your career, outlining relevant positions you have held and major responsibilities
2. Statements, which concisely but fully describe how you consider yourself suitable against each of the selection criteria.
3. The names, positions and telephone contact numbers for at least two referees who can comment on your suitability for the position.

Your application should be emailed to [svssdirector@samfordsteiner.qld.edu.au](mailto:svssdirector@samfordsteiner.qld.edu.au) and marked *Confidential – Special Education Teacher 2020*.

## **Closing Date**

Applications close on Monday 25th November, 2019 at 4pm.

## **Selection Process**

All applications received will be acknowledged. If you do not receive confirmation of your application, please contact the office on 07 3430 9600.

Short listed applicants will be contacted by phone and will be required to attend a face-to-face interview. All applicants will be informed by Monday, 2<sup>nd</sup> December whether they have been short-listed or not.

## **Contacts for Further Information**

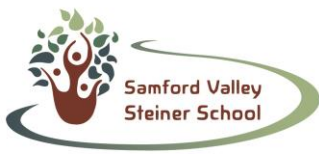
If you require further information after reading this information package, please ring the office on 07 3430 9600 and arrangements will be made for the Primary School Education Administrator to contact you.

### **Selection Criteria**

1. Experience in a special education setting and teaching children with additional needs
2. Ability to write IEPs, teaching programs and reports
3. A commitment to professional learning and a willingness to learn about Steiner education and philosophy of child development
4. An ability to work collegially and a willingness to actively participate in and contribute to the cultural and festival life of the school
5. Excellent communication, organizational and interpersonal skills with an ability to develop warm, professional relationships with students, parents and staff

## ROLE DESCRIPTION

POSITION DETAILS	Position Title	<b>Special Education Teacher</b>
	Area	Primary School
	Position Reports to	Education Administrator
	Role Location	Brisbane (Samford)
	Key Role Relationships	School Director College of Teachers (CoT) Education Administrators, Enrichment Support Staff, Students, Parents
ROLE CONTEXT	<p>Samford Valley Steiner School (SVSS) was established in 1987 and has experienced considerable growth over the past few years, with a High School operating since 2006. The School operates from a well-established and strong base in Anthroposophy that permeates all aspects of school. As a consequence of the growth in the primary school, we have identified a need for a <b>Special Education Teacher</b> who will promote and maintain positive relationships with students, staff, colleagues, parents and the school community.</p> <p>This role supports students with additional needs, such as those with emotional, behavioural and social needs, and liaises with teachers and parents. The role involves working with students on a one on one or small group basis, either in the Enrichment room or in class rooms to support students and teachers. The role also requires supervision of teacher aides in the Enrichment Program and contribution to the NCCD.</p>	
ROLE PURPOSE	<p>The overarching goal is to support students and staff, and parents in the form of additional support, with the goal of inclusive education and meeting the needs of students according to their developmental level as described by Rudolf Steiner.</p> <p>The <b>Special Education Teacher</b> will teach identified students from classes 1 to 7 as requested by the Enrichment Coordinators or as requested by the primary School EA, School Director or teachers.</p> <p>Referral to the Enrichment program will be overseen by the Primary School Education Administrator in collaboration with the Enrichment Coordinator and parents.</p>	
KEY ACCOUNTABILITIES	<p>Working collaboratively with the teachers, the Primary School Education Administrator and the Enrichment Coordinators in supporting students with additional needs. This includes:</p> <ul style="list-style-type: none"> <li>Working to reduce barriers to learning and enhance the quality and opportunity of the school experience for students <b>with additional needs</b>, by interfacing where appropriate, between student/family/school, to achieve the greatest learning potential possible.</li> <li>Working with students in remedial literacy and numeracy, <b>as well as visual cues</b> as required.</li> <li>To advocate for students where there is disadvantage, and to liaise with teachers around social/emotional/personal issues with individuals and groups of students and provide support, and/or referrals.</li> <li>Supporting teachers with managing students with additional needs, developing EAPs and IEPs in collaboration with teachers and the Enrichment Coordinators.</li> <li>Working inclusively so that all students have the most opportunity to be in their class and receive additional support as required.</li> <li>Keeping accurate documentation of program delivery, NCCD and IEPs.</li> </ul>	



<b>Approval:</b>	<b>Teacher:</b>	<b>Education Administrator:</b>
	Name: _____	Name: _____
	Signature: _____	Signature: _____
	Date: _____	Date: _____
<b>Received By HR/ Admin:</b>	Signature: _____ Date: _____	