

POSITION DESCRIPTION



POSITION TITLE	Kids 4 Life Supported Playgroup Worker
REPORTING TO	Regional Manager NSW, Melbourne Adelaide & Toowoomba
DEPARTMENT	Service Delivery
CLASSIFICATION	SCHADS Level 2

THE ROLE

To assist the Coordinator with the design, implementation and evaluation of all Kids 4 Life Programs.

KEY RESPONSIBILITIES

Duties

- In consultation with the K4L Coordinator, plan and facilitate key components of the Kids 4 Life Programs including: design and delivery of supported play group activities for children and their families and the development of community events
- Develop and maintain strong working relationships with children and families who attend the supported playgroups to assist with effective group operation, provide parenting support, and support referral and access to other services where appropriate
- Liaise with families attending supported playgroups to remove access barriers including the provision of individual reminders, transport, language assistance and other attendance support
- Assist in the promotion of Kids 4 Life Support Playgroups including the development and dissemination of promotional material
- Other tasks as assigned

QUALIFICATIONS, EXPERIENCE AND ATTITUDE

- Certificate III in Early Childhood Services or equivalent experience in delivering early childhood programs to vulnerable families or willingness to attain. (Must be enrolled and begin course at beginning of employment and maintain studies as a part of employment)
- Understanding of play-based learning to support positive child development
- Experience working with Aboriginal & Torres Strait Islander families and communities
- Demonstrated knowledge of local services and referral pathways for children and families
- Understanding of child protection legislation, mandatory reporting, privacy legislation and confidentiality
- NSW Working with Children's Check or willingness to attain
- Basic Microsoft Office Computer skills
- Current driver's licence and willingness to drive a 12 seater van
- Current First Aid certificate and Safe Food Handling certificate or willingness to attain

This is an identified position for Aboriginal and Torres Strait Islander people. All applicants must be of Aboriginal and/or Torres Strait Islander heritage. Aboriginality is a genuine qualification authorised under Section 56(2) of the Equal Opportunity Act 1984.

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