



10 Laceys Rd, Cottles Bridge VIC 3099
www.learningcooperative.vic.edu.au
e: info@learningcooperative.edu.au
t: (03) 9718 1481

POSITION DESCRIPTION: Teacher

Position title	Teacher - Primary/ Early Childhood
Type/Term/Hours/FTE	FTE .8
Classification/ Award/ Salary range	FT salary range of \$76,000 to \$87,000 pro rata determined on experience/ NES Award
Position reports to	Coordinator
Reports to this position	N/A
Date last approved	August 2023

POSITION SUMMARY

The Teacher - Early Years will join a highly dynamic, creative and flexible multi-age learning environment at our progressive primary school. This position will have oversight and focus on the learning opportunities and experiences of the “Littlies” (Prep-Year 2) students. The Teacher will work closely with our Coordinator/Lead Teacher and parents/carers to deliver curriculum, child led and interest driven learning opportunities. This position will have a critical role in supporting our youngest students to develop a strong sense of belonging, social and emotional well-being and participation.

THE LEARNING CO-OPERATIVE

The Learning Co-operative is a small, independent and progressive primary school situated on 17 acres of beautiful bush land close to the township of Hurstbridge, Victoria. Our team includes an experienced Coordinator, teachers and support staff to provide a holistic and individualised education. The number of students enrolled is purposefully limited to ensure each child and family is well known and connected.

The Co-op focuses on flexible, child centred, play based and outdoor learning experiences to support creative and critical thinking skills in our students. The perspectives, experiences and interests of children are centred in the way we provide learning opportunities. We value and prioritise community connection, respect, diversity, well-being and a strong sense of belonging that underpins the way we relate with children, colleagues and families.



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The Learning Co-op is unique because of the important role parents and families have; we are a co-operative which means that we are co-led, co-managed and co-operated by the parents/carers that enrol their children and the team of teachers employed. Parents/carers attend the school with their children, serving as assistant teachers. We are not just a community of children, but in a real sense, on a day-to-day basis, a community of families, assembled together around the common goal of supporting children in their development, learning and active participation in community. The Learning Co-operative was established in 1973, and is proudly one of the oldest progressive schools in Australia.

KEY RESPONSIBILITIES

Teaching

- Design and deliver learning opportunities and resources for students that respond to their interests, learning preferences and fluctuating capacity of children in our multi-age learning environment with students across all ages of the primary school years.
- Take primary oversight for the learning opportunities of the Littlies (Prep-Year2).
- Facilitate peer learning, activities, and experiences with students across all age groups Prep to Year 6 as required.
- Contribute to a learning environment that prioritises community, respect, connection and belonging.
- Embrace and encourage child-inspired learning and activities. Provide students with the opportunity to share their feedback about content delivery and learning tasks.
- Facilitate learning in a non-invasive and non-coercive manner, focusing on the process as well as the outcome.
- Support and model a non-authoritarian conflict resolution process that respects differences and empowers the children to develop solutions.
- Understand and prioritise the importance of play to the growth, development, and learning of children.
- Maintain the pedagogical practice and content knowledge of key learning areas required to meet the diverse needs of all students through engagement with continuing professional development.
- Understand the social, emotional, and academic development of each student and develop an Individual Learning Plan for the allocated student load.
- Provide support and delegate to Education Support Staff as required.



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Administration and planning

- Prepare written reports and provide parents with regular feedback on their child/rens progress as part of the assessment point.
- Independently manage administrative tasks including attendance data; record and use student data to monitor, evaluate, and improve student learning outcomes; record data on responding to the diverse needs of children in order to meet funding requirements. For example NCCD.
- Assist with VRQA compliance and audit processes.
- Attend and contribute to weekly staff meetings and participate in some out of hours meetings each term with the Co-operative as required.

Community

- Share the facilitation of learning with parents and guide parents in their role as facilitators of learning when needed.
- Provide feedback to the parent group and individuals about activities and interests of children.
- Participate in planning and undertaking camps, excursions, and incursions relevant to current curriculum and interests of the children.
- Address concerns regarding children or the community with the relevant parents with sensitivity, confidentiality and clarity.

SELECTION CRITERIA

Essential

- A personal teaching approach that aligns with our alternative school and Co-op community environment.
- Demonstrated experience in supporting children's social and emotional wellbeing, transitions and conflict, particularly in the early years.
- Excellent interpersonal and communication skills that can navigate the complex relationships with staff, parents/carers, parent management and children.
- Ability to plan curriculum, activities, play-based learning and diverse learning needs in a multi-age environment.
- A flexible, creative and adaptive approach that can work with frequent transitions between structure and flow, both with children and in the needs of school day to day.
- Meet all mandatory requirements including registration with the Victorian Institute of Teaching (or another State/Territory body in Australia) and a Bachelor's Degree or higher in Teaching



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Desirable

- Early childhood/Primary school qualification.
- Experience in an early childhood education for 5-8 year olds.
- Experience in an alternative / progressive education / multi-age setting.
- Understanding of community co-operative /consensus models of management.

IMPORTANT INFORMATION

Child safe environment

The Learning Co-operative is a child safe environment. Children and young people's rights, relationships, identity, and culture must be recognised and respected, their voices heard, and their concerns acted upon. All school staff and volunteers are committed to protecting students from abuse or harm, in accordance with their legal obligations, including the child safe standards. The school's [Child Safety Code of Conduct](#) is available on our website.

Equal opportunity and inclusion

The Learning Co-operative values diversity, inclusion, and is an equal opportunity workplace. We welcome applicants from diverse experiences, backgrounds and identities. This includes people with disabilities, culturally and linguistically diverse people, LGBTQIA+ and Aboriginal and Torres Strait Islander peoples.