



Expression of Interest

Pathways Centre Teacher Aide - 002/003

Temporary 60 hours per fortnight

Start date to be negotiated - Finish 26 July 2024

A position exists for a Temporary Pathway Teacher Aide at Forest Lake SHS – 30 hours a week. The successful applicant would need to hold a current Working with Children Blue Card and must be willing to consent to a Criminal History Check.

Forest Lake State High School focuses on preparing the students of today for a more diverse and global world. We know that many of the jobs of tomorrow haven't yet been created, so it is critical that our strategy unlocks students' potential to become healthy, productive, life-long learners and job-ready citizens.

The Pathways Centre is a 'one stop' where our students, parents/caregivers/school community are able to get advice and support for the range of multiple pathways available (including employers/industry groups/external organisations including TAFE, Westec Trade Training Centre, registered training organisations, universities, nonprofit organisations, work experience, traineeships and apprenticeship, job readiness skills). Students who are accessing these programs are timetabled into the Pathways Centre for their study lesson. As part of the team, you will be required to engage with the students and support them as requested.

This is a very dynamic work environment and can be professionally rewarding.

You must have:

- A warm, firm, friendly manner.
- Ability to work in a busy classroom/office environment, including supervision of senior students.
- Be prepared to follow the School Behaviour Management policy.
- A genuine interest and ability to work with individual students, small groups and a classroom full of students.
- Ability to follow instructions and to work individually and as a member of the pathways team.
- Excellent computer skills (including the full suite of Microsoft Office programs).
- Excellent communication skills (Need for consistent communication through a range of mediums (including emails, letters, a range of documents, reports as required).
- Excellent verbal communications (face to face conversations with individual students, small groups and classes – be prepared to follow up with students and visit classrooms (if required); professional phone manner to a range of stakeholders; meet and liaise with a range of different external organisations as required.
- Ability to be flexible, collegial and willing to learn.

Teacher Aide Role description is attached.

To apply please supply the following: -

- a written statement (maximum two pages) outlining your suitability for the role and
- a brief resume including contact details for 2 referees (one of whom should be your current supervisor)

Applications close: Friday 8 March at 4pm.

Please email EOI to office@forestlakeshs.eq.edu.au – Attention Business Manager.