



## Early Years Educator (Kindy-Reception) Position Description

|                      |                                        |
|----------------------|----------------------------------------|
| Position Title:      | Early Years Educator                   |
| Classification:      | Teaching Staff                         |
| Annual Salary:       | \$86,363 - \$125,255                   |
| Position Tier:       | Based on experience or equivalent tier |
| Employment Term:     | 12 months fixed-term                   |
| Employment Fraction: | 1.0 FTE                                |
| Reports To:          | Lead Educator / Head of Junior School  |

### About Ngutu College

Ngutu College is an independent, not-for-profit, college based in Woodville North. Learning programs acknowledge and engage the individuality of all children and young people in an experiential environment in which Aboriginal knowledges are seamlessly integrated with the formal curriculum. At Ngutu, we provide options and opportunities for Children and young people to achieve success through positive academic, vocational and community outcomes. Ngutu College operates with Aboriginal Cultures as its 'soul', Young People as its 'heart', and the Arts as its 'backbone'. We welcome you to join the Ngutu College staff team to support our Children and young people as they participate in a myriad of learning pathways.

### Vision

To redesign schooling to be genuinely equitable, culturally informed, and authentically child- centred.

### Mission

Ngutu College is a model for the seamless integration of Aboriginal knowledges and formal curriculum in experiential learning environments. Ngutu College is a socially-just, non-denominational, independent redesign of schooling. It provides holistic, child-centred, and experiential educational environment. Learning programs acknowledge and engage the individuality of all children. A diversity of opportunities for K-12 children and young people create options and strengthen pathways for achieving academic, vocational and community outcomes. Ngutu College achieves this in collaboration with Kurna Elders and community leaders.

### Position Objectives and Responsibilities

The Early Years Educator is responsible for developing and delivering engaging, inclusive, and culturally responsive learning programs for Kindy and Reception learners. Working collaboratively with colleagues and Co-Educators, this role supports the holistic development of young learners through play-based, inquiry-driven, and experiential learning that integrates Aboriginal knowledges, creativity, and early literacy and numeracy skills.

Early Years Educators play a vital role in fostering identity, agency, and belonging, while ensuring each learner is supported to achieve positive developmental, social, and learning outcomes.



## Early Years Educator (Kindy-Reception) Position Description

### Key Responsibilities

#### 1. Learning and Learner Support

- Plan, deliver, and assess learning experiences aligned with the Early Years Learning Framework and Australian Curriculum outcomes for early learners.
- Work alongside children to implement play-based and inquiry-led learning that fosters creativity, communication, problem-solving and exploration across learning areas.
- Support learners' wellbeing, social and personal development, including self-care routines, through inclusive and differentiated strategies.
- Gather learning evidence, incorporating children's voices, to inform ongoing planning of individual goals and group learning pathways.
- Create safe, inspiring and nurturing learning environments that encourage curiosity, exploration and resilience.

#### 2. Collaboration and Teamwork

- Work collaboratively with in planning, delivering, and reviewing learning programs.
- Actively participate in team meetings, reflection sessions, and continuous improvement processes.
- Contribute to a respectful, culturally safe, and emotionally intelligent team culture.
- Share responsibility for supervision, behaviour guidance, and wellbeing support within the Junior Campus.

#### 3. Community and Relationship Building

- Build positive and trusting relationships with young people, families, and community members, particularly supporting smooth transitions into, within, and beyond the Early Years setting.
- Actively engage families as partners in their child's learning, incorporating their insights and sharing learning progress, to support continuity between home and school.
- Communicate sensitively and respectfully, demonstrating discretion and cultural responsiveness.
- Support learner's participation in offsite learning, excursions, and community-based experiences.
- Uphold Ngutu's values of inclusion, social justice, and partnership with Kurna Elders and First Nations communities.
- Uphold Ngutu's values of inclusion, social justice, and partnership with Kurna Elders and First Nations communities.

#### 4. Operations and Compliance

- Maintain accurate documentation and records, including developmental observations, learning plans, and learner progress.
- Adhere to all College policies and procedures, including duty of care, risk management, and child safety protocols.
- Ensure learner safety through appropriate supervision and engagement with wellbeing supports.
- Support College events, camps, and other out-of-hours activities as required.
- Participate in ongoing evaluation of pedagogy, curriculum, and learner outcomes.



## Early Years Educator (Kindy-Reception) Position Description

### Technical Requirements:

- Proficient in time management, organisation, and digital documentation.
- Ability to collaborate in a technology-enabled learning environment.
- Strong verbal and written communication skills.
- Understanding of early childhood curriculum development, observation, and assessment practices.
- Sound judgement and discretion in managing confidential information.

### Personal Qualities and Contributions:

- Passionate about child-centred, culturally responsive education.
- Creative, empathetic, and adaptable with a strong sense of purpose.
- Reflective and open to feedback, professional growth, and innovation.
- Emotionally intelligent and calm under pressure.
- Committed to collaborative practice, social justice, and community engagement.
- Upholds high standards of professionalism and care.
- Actively models the College values and Code of Conduct.

### Conditions of Employment

#### Must hold:

- Current Working With Children Check (WWCC) – Not Prohibited
- Responding to Risk of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) Masterclass
- National Child Safety Training: Foundation and Advanced training
- SA Teacher Registration
- First Aid Certificates (if required)

#### Other Requirements:

- Willingness to participate in out-of-hours activities such as excursions, camps, and College events.
- Ongoing engagement in relevant professional learning and development.
- Participation in regular performance reviews and staff feedback processes.