



Child Safe Consultant

Applications are invited from experienced educators to work with Independent Schools in WA to assist them in the area of child safety and protection.

The position will commence during Term 4 2020, or as soon after that as possible, initially for a one-year contract with the possibility of extension beyond this period depending on continuation of funding.

Child Safe Consultant Job Description

The Role

The Child Safe Consultant will be part of the collaborative Inclusive Education (IE) team at AISWA to assist Independent Schools.

Primary Responsibilities

1. Conducting professional development programs for staff in the areas of child protection.
2. An understanding of the relevant Equal Opportunity and Disability Discrimination legislation and Disability Standards for Education.
3. Being accountable for professional documentation and reporting processes concerning all areas of responsibility.
4. Supporting particularly CaRE (Curriculum and Reengagement in Education) Schools in the areas of inclusive education and child safety.
5. Advising and assisting with special education funding and NCCD processes.
6. Demonstrate knowledge and understanding of current educational policies and practices in the area of disability and child safe practices.
7. Providing specialist input regarding areas of child safety and child safety issues within the Independent School sector.
8. Collaborate with AISWA School Psychology Service (ASPS.)
9. To keep up to date with current requirements in registration e.g. relating to students with students at risk and child protection.
10. To develop relationships and partnerships with colleagues, school leaders, school staff and relevant organisations to cultivate a Child Safe culture in AISWA member schools.
11. Be cognisant of the current Non-Government Schools Registration Standards that relate to IE and Child Safe Organisations

Shared Accountabilities

1. To provide advice to Independent Schools, leadership teams including governing bodies on issues related to educational practices and provision for students at risk.
2. To provide ongoing specialist support to school staff on issues related to the education of students with disabilities and diverse learning needs
3. To promote best educational practices to improve learning outcomes for students with disabilities and diverse learning needs
4. Assist schools to meet the educational needs of students at risk in collaboration with school personnel and service providers.

Communication

Contribute to and support the work of the IE team to ensure channels of communication are effective within the team and across other teams in the AISWA office (e.g. training or providing information in the newsletter).

Other Duties

1. Maintain and update PowerPoints and handouts relating to Child Safety and Protection (Child Protection, Mandatory Reporting, Codes of Conduct, Keeping Safe: Child Protection Curriculum and Child Safe Independent Schools)
2. Be part of the AISWA team within the Mandatory Reporting Inter-agency committee (MRITG) at Child Protection and Family Support.
3. As part of the MRITG, attend and deliver Professional Learning (Mandatory Reporting) within the metro and regional areas.
4. Be part of the AISWA child protection contact team when providing advice to schools in the area of Child Protection
5. Review and maintain AISWA's Policies and Procedures Guidelines that relate to Child Safety e.g. Child Protection policy, to ensure they are up to date.
6. Collaborate with DoE, CEWA and MRS on Child Protection matters.

Essential Criteria for the Position

1. Demonstrated skills in fostering inclusive school cultures that enhance the educational outcomes for all students, including students at risk.
2. Experience and demonstrated effectiveness in the design and delivery of professional learning and training to adult populations.
3. Excellent interpersonal and communication skills.
4. Knowledge of and demonstrated expertise with students at risk including students with disability and diverse needs.
5. Experience and knowledge in the area of Child Safety including Child Protection and Mandatory Reporting.
6. Demonstrated experience and ability in initiating, planning and managing specific projects.
7. Working knowledge of the Disability Discrimination Act, Disability Standards for Education and other policy and legislation relevant to students at risk in education settings.
8. Competent user of ICT in a work environment.
9. A tertiary qualification in education.
10. Ability to collaborate and build professional networks with other agencies and service providers.
11. Current Working with Children Check.
12. Drivers' License.

Desirable Criteria for the Position

- Experience working with schools with a variety of educational, religious and philosophical backgrounds including CaRE schools.
- Experience and/or training in the area of Child Protection
- Knowledge of current trends and issues in welfare and child protection policies and guidelines
- Knowledge of and demonstrated expertise in one or more of the following areas:
 - At risk and disengaged youth
 - Mental Health
 - Challenging behaviours
 - Indigenous education
 - Other

For further information contact: Lynne Nixon at lnixon@ais.wa.edu.au
or on (08) 9441 1606.

Applications should be marked 'Private and Confidential' and include a Curriculum Vitae, copy of current Working With Children Check and National Police Clearance and/or current financial TRBWA membership, names and contact details of two professional referees, and a brief paragraph addressing each of the selection criteria.

Email or mail to:

**Valerie Gould
AISWA
PO Box 1817
OSBORNE PARK DC WA 6916
vgould@ais.wa.edu.au**

Applications Close: 4.00 pm, Friday, 4 September 2020



Employment Information Collection Notice

1. In applying for this position, you will be providing AISWA with personal information. We can be contacted at PO Box 1817, Osborne Park DC WA 6916 or at 3/41 Walters Drive OSBORNE PARK WA 6017, by email at admin@ais.wa.edu.au or by phoning (08) 9441 1600.
2. If you provide us with personal information, for example, your legal name and address or information contained on your resume, we will collect the information in order to assess your application for employment. We may keep this information on file for a period of up to 60 days if your application is unsuccessful in case another position becomes available unless you advise us otherwise.
3. AISWA's Privacy Policy contains details of how you may complain about a breach of the Australian Privacy Principles (APP) or how you may seek access to personal information collected about you. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others. The AISWA Privacy Policy can be viewed via: <http://www.ais.wa.edu.au/scripts/privacy.cfm>
4. We will not disclose this information to a third party without your written consent.
5. We are required to collect information regarding whether you are or have been the subject of an Apprehended Violence Order and certain criminal offences under Child Protection laws. We may also collect personal information about you in accordance with these laws.
6. AISWA may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside Australia.
7. If you provide us with the personal information of others, such as your Referees, we encourage you to inform them that you are disclosing that information to AISWA and why, that they can access that information if they wish, and that AISWA does not usually disclose the information to third parties.