



Rockhampton Girls Grammar School

Est 1892

POSITION DESCRIPTION

TEACHER AIDE

Rockhampton Girls Grammar School is one of the original eight Grammar Schools of Queensland. Opening in 1892, Girls Grammar has served and supported the education of girls and young women for over 125 years. The Girls Grammar family experience is dynamic and contemporary, informed by rich traditions and profound values.

Rockhampton Girls Grammar School is a learning community founded on a commitment to 'Learning for Life'. Each member of our School family contributes to sustaining an environment in which individuals actively engage in their learning; where School values are embraced; where mutual and self-respect is paramount; where community and global citizenship is fostered and where excellence in every endeavour is sought and celebrated.

Our Vision

Women can achieve anything.

Our Mission

To enable each young woman to know her strengths and to enthusiastically embrace her future.

Position Objective

The Learning Teacher Aide will be directly responsible to the Learning Enhancement. The Learning Teacher Aide is responsible for ensuring that suitable learning programs are implemented under the guidance of the Learning Enhancement Co-Ordinator.

Key Characteristics

- Preparation of stimulus materials.
- Provide support and guidance for the Learning Enhancement in implementing innovative programs and practices in classrooms which address the needs of all students and encompass all learning styles and abilities.
- Assist with programs of extension and remediation for individuals and groups within the School.
- Develop and maintain strong links with all staff, particularly with regard to those staff whose students are in need of specialist support.
- Perform any other duties as may be determined by the Learning Enhancement Co-Ordinator

General Duties

- Promote the interests of Rockhampton Girls Grammar School.
- Serve the School diligently and faithfully.
- Any other duties as may reasonably be directed by the School Executive.
- Supervision of students whilst on yard duty.

Workplace Health and Safety

Employees are responsible and accountable for:

- Compliance with workplace policies and procedures for risk identification, risk assessment and risk control
- Active participation in activities associated with the management of workplace health and safety
- Identification and reporting of health and safety risks, accidents, incidents, injuries and property damage at the workplace
- Correct utilisation of appropriate personal protective equipment

Mandatory Requirements

You are required to possess a current Blue Card from the Commission for Children and Young People and Child Guardian.

Acknowledgement

This job description has been developed to indicate the general nature and level of work performed by employees within this role. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and requirements of employees assigned to the role. You will also be required to perform any other duties that the Principal may direct you to perform which could be reasonably considered relevant to the position.