



At Woodline Primary our greatest strength is understanding that each member of our community is unique. This drives our commitment to build an education setting that values equal opportunity, diversity and inclusion. We draw on the differences in who we are and our experiences, ensuring our school values and honours each individual and the collective. We welcome applications from any person who can offer their skills, experience and passion to fulfil the role. Applicants of diverse gender, religion, ethnicity, culture, sexuality, ability, neurodiversity or LGBTIQ+ and Aboriginal and Torres Strait Islander people are encouraged to apply.

Wellbeing Guide Position Description

The Wellbeing Guide's role is to hold space for children when they are unbalanced through connected practices. The Wellbeing Guide will support the social and emotional development of the children.

The Wellbeing Guide will work with the Deputy Principal to implement a whole-school approach to wellbeing for children based on a broad knowledge of the needs of the school community.

The role is designed to ensure mental health prevention and early intervention are embedded in Woodline. The Wellbeing Guide will complement the Woodline's existing structures to engage and build relationships with appropriate mental health and wellbeing support.

The Wellbeing Guide will be provided training in mental health literacy, supporting emerging needs, building school capacity and receive ongoing support and professional development through a structured and regular Communities of Practice.

The Wellbeing Guide will report to the Executive Team.

Position

Part Time (Time Fraction 0.8, Monday-Thursday)

Commencing September 2024, 15-month contract duration with the potential of ongoing

Salary Range

\$85,000 - \$100,000 pro rata (years of experience and qualifications are taken into consideration)

This role involves teaching the following areas:

- Wellbeing

The Key Responsibilities of the Wellbeing Guide is to:

- Build partnerships and strong ongoing relationships with key stakeholders
- Provide a child safe environment in accordance with the Child Safe Standards
- Working with the Deputy Principal to develop a whole school approach to health and wellbeing
- Model the implementation of whole-school improvement strategies related to wellbeing
- Build the capacity of the Team to identify and support children



- Develop strategies and space to assist caregivers navigate challenging behaviours and feelings
- Support with documentation for reporting to NCCD
- Facilitate Support Group meetings and supporting Guides to create Individual Plans for children with a disability
- Create and monitor Child Support Plans alongside Group Guides for all children. This may include strategies and goals related to wellbeing, social/emotional, behavioural and academic
- Support Woodline's pathways for children identified as requiring further assessment and intervention
- Attend regular Child Support Meetings with Executive Team members
- Facilitate the Wellbeing Professional Learning Group
- Be an active participant in the Disability Inclusion Working Group
- Commit to ongoing personal and professional development that enhances the effectiveness of the Woodline Philosophy and Guiding Principles and maintains current legislative requirements in relation to mandatory reporting and other Child Safe Standards requirements

The successful applicant will:

- A demonstrated commitment to child wellbeing and learning
- Demonstrate a strong understanding of the wellbeing of children, how they as educators hold space for the children and how they respond to children's emotional needs
- Be able to work independently and collaboratively
- Be flexible and willing to learn and try new approaches
- Display that they are committed to self-growth and reflection
- Current VIT registration
- First Aid Qualifications
- Mandatory Reporting Certificate

Key Selection Criteria

- Wellbeing sits at the core of our school. Demonstrate an understanding and provide examples of how you align with Woodline's philosophy and approach to education
- An understanding of the wellbeing needs of self and others
- Demonstrate an openness to feedback, new experiences and philosophies and a flexible and creative approach
- Demonstrate ability to work as a collegiate, collaborative and effective team member
- Demonstrate an ability to understand and meet the diverse individual needs of children
- A commitment to Child Safety and understanding of the Child Safety Standards

Please send your resume' including a minimum of three professional referees, a cover letter and responses to the Key Selection Criteria to careers@woodlineprimary.com.au by Monday 15 April 2024

This Position Description is a guide only and is not intended to be an exhaustive or exclusive list of the duties of this Position. It is subject to review and modification by the Principal at any time in response to the changing needs of the school