



EXPRESSION OF INTEREST – Teacher Aide

Temporary Part Time: 25 hours per week, Monday to Friday

Contract Term: Monday 29th April to Monday 1st June 2024

Closing Date: Tuesday 23rd April 2024

Location: Ferry Grove State High School

Job Description:

Expressions of interest are invited for the position of a Temporary Part Time Teacher Aide to work in Learning Support, commencing Monday 29th April.

Applicants should be able to demonstrate a genuine willingness to assist and engage with students, staff and the wider Ferry Grove State High School community in a friendly and efficient manner. The applicant must be highly reliable and have effective time management skills. These activities are not exhaustive, however, and other relevant activities may be performed by teacher aides provided that such duties are appropriate having due regard to the nature, classification level and purpose of the position.

Specific Duties

- Assisting in the supervision of education activities, under the direction of a teacher.
- Assisting in preparing, storing, making available and clearing away teaching equipment and materials.
- Assisting teaching staff with playground and bus supervision.
- Communicating effectively and displaying high level of interpersonal skills to function as an effective team member.
- Assisting with the management and stocktaking of equipment and resources.
- Displaying respect and empathy for students with high level needs.
- Displaying confidentiality, tact, reliability and sensitively to students and their families.
- Specific Literacy and Numeracy duties may include:
 - support for teachers in providing learning materials for students at risk
 - working with small groups as well as individual students
 - use of computers when working with students.



Our Vision

Every individual discovering their passion on their pathway of learning

Our Purpose

To create an inclusive and respectful environment that fosters resilient, knowledgeable and globally connected individuals.

Our Motto

"Always Aim High".

Our Values

Respect, Learning, Community, Creativity

Our Explicit Improvement Agenda

Positive Culture, Engaged Learners, Connected Community

- Clerical assistance duties including typing teachers' notes and work programs, duplicating and photocopying teaching materials, checking bus lists, collation and duplication of exam papers, recording of examination results, compiling students' results records, assisting in organising off site activities etc.

The Working with Children (Risk Management and Screening) Act 2000 requires the successful applicant to be subject to a “working with children check” as part of the employment screening process. Further details regarding this check may be obtained by accessing the web site of the Public Safety Business Agency at the following internet address: <http://www.bluecard.qld.gov.au/>. Furthermore, the successful applicant will be required to undergo a criminal history check.

Please submit your Expression of Interest and ability to fulfil this position along with a current Resume and contact details for your referees, to Business Manager HR and Finance, Katrina Heyes kheye4@eq.edu.au



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