

Teaching Assistant - Junior School

(part time 8.00am – 1.00pm)

One of Australia's leading independent schools for boys, Scotch College is renowned for its innovation in teaching and learning, exceptional facilities, and its commitment to offering a broad education to develop each boy to his full potential.

Commencing in Term 2, 2025, this permanent, part time position provides an opportunity for a creative and collaborative individual to join our Junior Primary team. Working in the morning learning periods (**8.00am-1.00pm**), the Teaching Assistant will play a key role in supporting teaching staff by assisting their delivery of curriculum and learning activities and providing practical classroom support. This includes completing routine administrative tasks, assisting with the presentation of the learning environment and organisation of teaching and learning materials. The Teaching Assistant will help to foster positive and effective learning environments that challenge and engage young learners.

The successful applicant will have:

- Values of excellence, respect, responsibility and reverence
- Outstanding communication and relationship skills, marked by integrity and compassion
- Certificate III/IV in Education Support and/or previous experience in primary school environment (desirable)
- Demonstrated skills and interest working with young students
- Understanding of the academic, social, emotional and physical issues in providing support and care to young people
- Well-developed organisational, time management and administrative skills
- Relevant tertiary qualifications and experience
- Relevant qualifications and/or training in child safety and wellbeing
- Current Employee Working with Children check or VIT

Some of the many benefits of working at Scotch College are:

- Exceptional resources and facilities
- Opportunities for ongoing professional and personal development
- Generous leave entitlements
- Staff wellness activities including gym and swimming pool access, yoga sessions and interest groups
- Access to extensive Employee Assistance Program (EAP)
- Easy access via public transport and onsite parking

Applications should be sent to the Director of People and Culture, via email employment@scotch.vic.edu.au, and include a cover letter, CV and the full contact details of at least 3 professional referees.

Closing date: Friday 28 February 2025 (5pm)

***Scotch College reserves the right to interview and appoint prior to the closing date**

Support of the College's Christian heritage is an expectation of all staff.

Scotch College is committed to the protection of all children and young people from all forms of abuse. All members of staff are required to provide referee, proof of identity and academic qualifications checks prior to employment.