



St Catherine's School Sydney

Position:	OSHC Assistant Educator
Responsible to:	The Headmistress
Reports to:	Out of School Hours Care and Holiday Program Manager
Effective Date:	July 2021
Details:	Casual

Primary purpose of the position:

We are seeking to appoint a committed and enthusiastic person to assist in the Out of School Hours Care and Holiday Programs at St Catherine's School, Waverley. Hours of operation are from 7.00am - 7.50am and 2:45-6.00pm Monday to Friday during term, and 7.30am-6.00pm during school holidays. The role will suit someone flexible with a genuine love of children and the ability to work collaboratively with talented staff.

Active support the Christian character and purpose of the school is essential.

The successful applicant will hold the following skills and abilities:

- Be creative and energetic
- Holds either a Certificate or Diploma in Children's Services, or primary teaching degree or equivalent, or be working towards one of the above (desirable)
- Have experience in a school or outside of school hours care role
- Have at least 3 afternoons a week available for shifts starting from 2pm.
- Knowledge of the National Quality Framework and National Standards to OSHC would be an advantage
- Skills and knowledge in children's services, activity programming, team leadership and/or community service management
- Knowledge of current technology in education, strong written and oral communication and presentation skills
- Professional presentation
- Child Protection, first aid, asthma and anaphylaxis qualifications would be an advantage

Undertake other duties as required by the headmistress or her delegate.