



LA SALLE COLLEGE

ROLE DESCRIPTION

Aboriginal Teacher Assistant

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ACCOUNTABLE TO:	Director of Diverse Learning and Excellence
LEARNING AREA:	Aboriginal Education
EMPLOYMENT CONDITIONS:	The Roman Catholic Archbishop of Perth Non Teaching Staff Enterprise Bargaining Agreement 2014
LEVEL / STEP:	According to experience and qualifications
TENURE:	Fixed Term, 1 January 2023 to 31 December 2023

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### LA SALLE COLLEGE MISSION

In keeping with the tradition begun by St John Baptist de La Salle, La Salle College is committed to providing a quality education for the whole person within a Catholic community. The foundations upon which our College is built are:

- A strong sense of community
- A rich pastoral care system
- A nurturing spiritual environment
- A commitment to excellence

### ROLE OUTLINE

The Aboriginal Teacher Assistant is responsible for supporting Aboriginal and Torres Strait Islander students to enhance their learning outcomes within the College. The Aboriginal Teacher Assistant achieves this by developing constructive and respectful relationships with all members of our community and supporting the holistic participation of Aboriginal students in the life of the College.

The Aboriginal Teacher Assistant provides cultural advice and support to students, staff, and the wider community to increase the understanding and appreciation of Aboriginal people, histories, cultures, and spirituality. Within the role, the Aboriginal Teacher Assistant supports the Catholic Identity of the College and undertakes additional duties as directed by the Principal.

## KEY ACCOUNTABILITIES

### 1.0 CATHOLIC IDENTITY AND MISSION

- 1.1 Gives personal witness to Catholic values in their day-to-day duties and engages students, staff and the community in the mission of the College as a Catholic school
- 1.2 Actively leads prayer and works to promote the charism of Saint John Baptist de La Salle and the mission and life of the Catholic Church within the College
- 1.3 Seeks or maintains Accreditation to Work consistent with Catholic Education Commission Western Australia (CECWA) policy
- 1.4 Provides exemplary Christian and professional leadership for all members of the La Salle College Community

### 2.0 TEACHING AND LEARNING

- 2.1 Supports Aboriginal students by listening, reassuring, directing, explaining and maintaining student attention to tasks in a classroom setting under the direction of the Teacher
- 2.2 Provides knowledge and understanding of Aboriginal history, language and culture to students
- 2.3 Provides continuance of support to Aboriginal students in mainstream classes and helps teachers to identify and meet the educational needs of students
- 2.4 Assists in the adaption of classroom materials for use by students in line with Personal Learning Plans
- 2.5 Provides feedback to the Teacher on students' progress, behaviour and difficulties in classes
- 2.6 Assists students to access all areas of the school/classroom as necessary and appropriate
- 2.7 Effectively manages and supports students with day to day pastoral and academic issues in consultation with the Dean of Diversity and Boarding and the Aboriginal Education Coordinator
- 2.8 Supports the development and coordination of programs that assist Aboriginal students to improve cultural awareness and belonging, including NAIDOC week and other cultural events
- 2.9 Provides a point of contact within the school for the Aboriginal community
- 2.10 Promotes Aboriginal cultural awareness to staff, students and the wider community
- 2.11 Maintains contact with parents and guardians as necessary
- 2.12 Works with the Dean of Diversity and Boarding and the Aboriginal Education Coordinator with the orientation of new Aboriginal students into the College
- 2.13 Contributes to the organisation of Pastoral Care Groups, camps, homework centre, and other support programs
- 2.14 Encourages the full participation of students in the College
- 2.15 Undertakes recess and lunch duty as required
- 2.16 Use school property, resources and technology in a proper and safe manner in accordance with appropriate standards, policies and procedures

### 3.0 BUILDING THE CAPACITY OF SELF AND OTHERS

- 3.1 Maintains a Professional Growth Plan that includes strategies for skilling in the various accountabilities of the role description and supports professional development goals and career path planning
- 3.2 Actively participates in professional learning, learning area meetings and College staff meetings

- 3.3 Models a culture of reflective practise and seeks to implement feedback in day to day duties to improve knowledge and practice
- 3.4 Maintains constructive and professional behaviour at all times

#### 4.0 ENGAGING AND WORKING WITH THE COMMUNITY

- 4.1 Builds and maintains strong working partnerships with students, staff, parents and the wider community focused on student achievement, wellbeing, safety and resilience through structured, effective communication and consultation
- 4.2 Respect and protect staff, student and family privacy and confidentiality
- 4.3 Understands the broader community within which the College resides and is aware of the cultural, social and political characteristics that inform the needs of students, families and carers and the challenges they face
- 4.4 Contributes to the development of a College environment that is welcoming, hospitable, life-giving and just

## SELECTION CRITERIA

The individual appointed to the position of Aboriginal Teacher Assistant must:

- Have previous experience in a similar role
- Possess a high level of interpersonal and communication skills
- Be committed and supportive of working in an innovative learning environment
- Demonstrate the capacity to work as a member of a team
- Be willing to be flexible within the unique context of a school environment
- Treat all information of the College in a confidential manner
- Demonstrate integrity and acts in accordance with the College's codes of behaviour
- Be an active member of the Catholic Church and be free from any impediment to full acceptance by the Church
- Hold and maintain a Working with Children Check and Nationally Coordinated Criminal History Check
- Hold and maintain Accreditation to Work in a Catholic School

### DOCUMENT CONTROL

Version: 1.0 Reviewed: July 2020 Next Review: July 2021 Reviewed By: HR