

# KOROWAL SCHOOL

## Position Description

### High School Teachers' Aide

### Temporary, Part-Time Position

We are a K-12 independent, secular, co-educational school with a stunning 17-acre bushland campus in the Blue Mountains. We value academic and creative pursuits equally and work together to ensure that respectful relationships are maintained. At Korowal, students are at the centre of our philosophy, practice and decision making.

***Our mission is to empower & inspire learners to develop their unique strengths.***

- Start Term 1, 2026
- Collaborative team environment
- New Graduates are encouraged to apply

#### Terms and conditions of employment

This position classified as a School Assistant Level 3 is a role of 18-24 hours per week, covered within the NSW Independent Schools (Professional and Operational Staff) CMEA. This is a temporary position for 2026.

#### Appointment

Commencing Term 1, 2026.

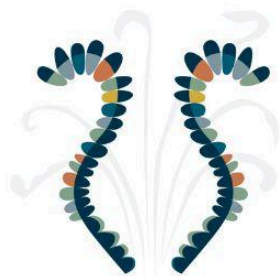
#### Qualifications

Certificate III or Certificate IV in Education Support.

#### Responsible to

The Principal, Korowal School.

The Teacher's Aide will work regularly with students, teachers and will meet and work regularly with the K-12 Deputy Principal to ensure coherence and continuity in curriculum delivery within the accepted practices and culture of the school.



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## Staff at Korowal are committed to:

- Foster committed, mutually respectful relationships between students, teachers' aides and teachers.
- Work within a framework of Inquiry, dialogic teaching and wellbeing practices.
- Provide a healthy, safe, inclusive and welcoming learning environment.
- Model and encourage a respectful and custodial approach to the school's physical and natural environment.
- Work creatively and sensitively with colleagues, communicating clearly and openly, to maintain a good working relationship
- Attend staff meetings and other meetings as required.
- Maintain the necessary administrative records and stay informed of and adhere to the regulations and requirements of the various government bodies.
- Attend professional learning days and appropriate conferences/meetings.

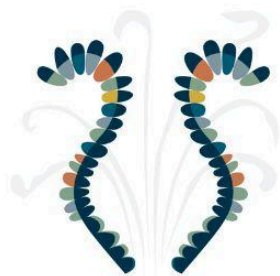
## Responsibilities

- Provide in-class support to teachers.
- Provide an engaging, vibrant, supportive learning environment, working within the mission, vision, and values of Korowal School.
- Provide practical assistance to the Learning Support teacher, Inclusive Education Coordinator and Class Teachers, in the teaching and learning processes for students with diverse learning needs.
- Assist students with physical, developmental, social and emotional learning.
- Maintain records, create visual aids and undertake some administration tasks.
- Upholding of our School's policies and procedures.
- Playground duties.
- First Aid.
- Attendance at School community events including the annual Fair and annual barbecue.

## Selection Criteria (these must be addressed in your application)

The successful applicant will have:

- Certificate III (CHC30213) or Certificate IV (CHC40213) in Education Support.
- A current Working with Children Check registration.
- A current First Aid Certificate.
- Experience in school and understanding of regulations and legislation relevant to working with students in NSW.
- Experience working as a team member in a collegiate teaching environment.
- A willingness to uphold Korowal School's values and ethos.



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## Submitting your application

Please ensure that you include all the following:

1. Provide your CV with your application and include copies of your qualifications and academic transcripts.
2. Supply the names and contact details (including Email address) of three (3) professional referees including your current Head of School/Principal.
3. Address all the Selection Criteria (above) in writing.
4. Provide your current WWCC number and date of birth.
5. Address your availability for the proposed starting date of Term 1, 2026.

**The deadline for applications is Friday, February 14, 2025.** We will review applications as they are received.

Applications may be addressed to the Principal, Cindy Barnsley and sent via email (please PDF all documents) to: [jobs@korowal.nsw.edu.au](mailto:jobs@korowal.nsw.edu.au). In the subject line please state '*High School Teachers Aide Application*'.