



Organisation	Sacred Heart Primary School – THORNLIE
Address	40 Ovens Road, THORNLIE WA 6108
Email	admin@shthorn.wa.edu.au
Website	www.shthorn.wa.edu.au
Phone	08 9251 3000
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Principal	Mrs Miranda Swann
Position	Special Needs Education Assistant 0.4 FTE Temporary from 5 June 2018 - 31 December 2018

We are seeking a dynamic and enthusiastic Special Needs Education Assistant to join our staff from 5 June 2018. This is an opportunity to join a school where the focus is on working with every student to reach their very finest potential in all aspects of their development.

Sacred Heart is a double stream co-educational school with 460 students from Kindergarten – Year 6. The school community has the benefit of having onsite an Early Learning Centre catering for 2 – 5 ½ year olds, an Out of School Hours Care service and an Inclusion Support Centre. The school enjoys a close relationship with the Parish and strong support from the parent community.

Selection Criteria:

Applications are invited from enthusiastic and innovative Special Needs Education Assistants with the following attributes:

- Demonstrate a desire to assist each student to achieve their potential and be able to assist with the learning opportunities provided for all students;
- Demonstrate excellence in classroom management and relationship building skills;
- Be able to assist with the personal care of students with special needs;
- Possess a high degree of professionalism, flexibility, confidentiality and interpersonal skills;
- Be an enthusiastic person with the ability to work as part of a very dedicated and committed team;
- Work under the direction of the centre teachers;
- Demonstrate creativity, initiative and a desire to continue to improve;
- Willingly participate in school activities;
- Make a positive contribution to the culture of Sacred Heart Primary School;
- Have appropriate qualifications of Certificate IV and/or Special Needs Qualifications;
- Hold a current First Aide Certificate. (desirable)

Details are available on the school website; <http://www.shthorn.wa.edu.au/>

Applicants must be fully supportive of the objectives and ethos of Catholic education.

Applicants must submit curriculum vitae, addressed to the Principal, including the names and contact numbers of three referees, one of whom must be the current employer. A current Federal Police Clearance/100 Point Identification Check must also be included. The appropriate Criminal History Record Check form is available from the Department of Education and Training website (www.det.wa.edu.au).

On appointment successful applicants will require a Working With Children Check. Application forms are available at certain Australia Post outlets throughout the state. A list of participating Australia Post outlets can

be found on the Australia Post website at <http://apps.nowhere.com.au/austpost/postofficelocator/default.aspx>.
An application for a WWC must be made in person.

Applications close: Thursday 24 May 2018