

### **GOWRIE SA: INCLUSION PROFESSIONAL REGIONAL**

The Inclusion Support Program (ISP) is funded by the Australian Government and has dual objectives to:

- a) Support Eligible Early Childhood and Child Care services (ECCCs) to improve their capacity and capability to provide inclusive practices; and address participation barriers. This support should allow Eligible ECCC Services to include children with additional needs in mainstream services alongside their typically developing peers.
- b) Provide parents and carers of children with additional needs with access to appropriate ECCC Services that assist those parents and carers to participate in the workforce.

#### ***Summary of the position and its responsibilities***

The Inclusion Professional works with eligible education and care services to provide advice and assistance to build service capacity for the authentic inclusion of children and offers support and strategies in relation to specific children's inclusion.

This position is provided through funding from the Australian Government Department of Education and Training for the 1st July 2016 to 30th June 2019. Should funding be withdrawn or varied, this contract position will become void or altered.

#### ***Special conditions***

- Significant amounts of daily travel will be required within a defined region.
- Highly developed IT skills are required, including knowledge of internet based portal/s and customer management suite/s, as well as government authentication requirements.
- This role will be co-located with an existing Inclusion Professional in Port Augusta.
- Attendance at monthly Gowrie SA after-hours organisation-wide staff meetings via ICT is a requirement.
- Attendance at other relevant meetings/ Professional development is a requirement.
- Some out of hours work may be required.
- Salary range: \$31.78 to \$37.41 per hour, working up to 22.5 hours per week.
- The salary is non-Award. Where the Contract and Gowrie SA policies and procedures are silent, conditions may align with the Social, Community, Home Care and Disability Services Industry Award 2010.

#### ***Statement of Key Responsibilities***

The Inclusion Professional is expected to spend significant amounts of time travelling to and working directly with services and educators in the sector in a coaching role, including facilitation of Interest Hubs using group learning approaches.

This role includes working with ECCC services to support the Inclusion Support Programme's principles and approaches to best practice including:

- Promoting access
- Supporting with assistive technology
- Promoting participation
- Building functional skills
- Environmental adaptations
- Promoting engaging and responsive service delivery
- Consultation, coaching and collaboration skills

The Inclusion Professional will encourage and support services to become self-reliant and commit to continuously improving their inclusive practice by:

- Supporting the development of a service Strategic Inclusion Plan (SIP)
- Encouraging and adopting innovative and creative solutions to inclusive practice in their service, including demonstrating creative thinking regarding barriers and strategies for inclusion
- Supporting services to understand issues of inclusion and to participate in critical reflection on practice
- supporting the development of practical strategies for the inclusion of specific children
- Sharing best practice inclusion information with other services in the sector
- Supporting services to connect and engage with external agencies and relevant community groups, services and organisations.
- Supporting services to work in partnership with families and early intervention professionals.
- Sourcing information and resources relevant to individual service needs
- Assisting services to access resources that will enhance inclusion, including facilitating access to information sessions, hub groups, and the Specialist Equipment Library.
- Utilising a range of professional learning and development strategies
- Accessing support from the programme's funding streams where other inclusion supports and strategies are insufficient to achieve inclusion of a child with addition needs.
- Other requirements as designated by the Program Leader and CEO.
- In their role with Gowrie SA, the Inclusion Professional will:
  - Advocate and represent the organisation and the ISP in a professional manner conveying the value of the programme and broader inclusion principles in a positive and proactive approach.
  - Develop and maintain effective links within the education and care sector
  - Demonstrate commitment to ongoing professional learning.
  - Demonstrate strong commitment to social justice.
  - Comply with Gowrie SA and Government branding requirements.
  - Support services to engage in ongoing critical reflection and continuous improvement through the development of a Strategic Improvement Plan (SIP).
  - Build professional partnerships with services, service leaders and educators.

The Inclusion Professional consults with and reports to the Inclusion Professional - Team Leaders and Inclusion Agency Program Leader.

***Person Specification: Educational/Vocational Qualifications***

- Diploma of Children's Services or equivalent as a minimum, or Degree or post graduate qualification in early childhood teaching or special education (or a related discipline in health); and
- Leadership qualification or experience
- Experience in a context working with children, and/or children with disabilities

***Person Abilities/Aptitudes/Skills***

- Effective written and verbal communication
- Effective leadership skills
- Ability to work collaboratively and to negotiate problem solving approaches
- Ability to work autonomously and demonstrate initiative
- Strong analytical and facilitation skills to maximise opportunities to support inclusion
- Ability to conduct risk-benefit analyses and complete risk matrix as required
- Ability to determine priorities, and achieve identified outcomes within timelines
- Ability to analyse group learning and development needs and to facilitate professional learning and development with individuals and groups
- Commitment to Gowrie SA vision, values and philosophy
- Maintain confidentiality and professionalism

<b>Experience</b>
<ul style="list-style-type: none"> <li>• Experience working within the education and care sector or in a context that provides services for children</li> <li>• Experience in delivery of group learning and service support</li> </ul>
<b>Knowledge</b>
<ul style="list-style-type: none"> <li>• Knowledge of inclusion principles and practices</li> <li>• Knowledge of the National Quality Framework, National Quality Standard and the Learning Frameworks (EYLF &amp; MTOP)</li> <li>• Knowledge of Workplace Health and Safety principles and practices</li> <li>• Knowledge of Discrimination Laws</li> <li>• Maintain a high understanding of current evidence based education and care practices, policy and sector current and emerging needs</li> <li>• Consistently demonstrate knowledge, understanding and practice of adult learning principles</li> <li>• Computer and ICT literacy, including knowledge of Microsoft Office</li> </ul>
<b>Special Conditions</b>
<p>The Inclusion Professional will be expected to spend significant amounts of time travelling to and from services in a sustainable way, working directly with services and facilitating Interest Hubs using principles of group learning. The Inclusion Professional will be co-located in a regional office in a location determined by Gowrie SA, and a laptop computer will be provided. The Inclusion Professional will work closely with other regional Inclusion Professionals. A current driver license will be required and access to a shared vehicle provided.</p> <ul style="list-style-type: none"> <li>• A current DCSI child related employment screening will be required</li> <li>• A statement of 'no adverse effects' (internal document) will be required and updated regularly</li> <li>• A mobile phone (for work and emergency contact purposes) is provided</li> </ul>

---

On employment:

Approval by CEO

Name: .....

Signature: ..... Date.....

Acknowledged by Employee

Name: .....

Signature: ..... Date.....