



**Emmaus
Christian
School**

Emmaus Christian School Canberra

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Emmaus After School Care Coordinator

The Emmaus After School Care Coordinator is a new position at Emmaus Christian School Canberra.

The new coordinator's position is designed to come along side of and support our Assistant/Director of After School Care.

This role will attract an hourly pay rate of \$28.94 with pro rata annual leave and personal leave.

You will be required to work 5.25 hours with a half hour unpaid lunch break. Starting time will be 1:00 and finishing at 6:15. If needed there can be some flexibility around the starting time, but preferably starting by 2:30 each day for setting up the after-school care spaces.

This role will be supporting the Assistant/Director of After School Care by undertaking jobs such as writing observations/jottings on children, journaling/floor book (encouraged to be done with children), collaborative planning, leading small/large group experiences, managing our resources, demonstrate leadership qualities/willingness to delegate tasks to others, must maintain a first aid certificate HLTAID012, maintain Duty of Care and Workplace Health & Safety standards.