



## **Position Description**

### **Teacher Assistant**

#### **Specific Responsibilities**

- Be responsible to the Classroom Teacher for assisting in support of students in the classroom.
- Under the direction of a teacher, assist students and provide supervision of activities in Primary and Secondary in a variety of settings – e.g. in the classroom, on the playground, on excursions, at carnivals, etc.
- Assist teachers, by assisting students with their needs – this may in certain circumstances extend to moving disabled pupils, assisting with positioning, assisting with meals, toileting and dressing of pupils unable to care for themselves.
- Provide feedback regarding student problems/concerns to the classroom teacher/s to act on. (Note, unless otherwise instructed, only teachers are to provide conflict resolution between students and to communicate with parents).
- Support the integration of behaviour management strategies, and classroom/school procedures, as instructed by the classroom teacher.
- Other duties as directed, including photocopying, filing, and the preparation, set-up and pack-up of resources.

#### **Professionalism**

- Display confidentiality, tact, reliability and sensitivity to students and their families.
- Display respect and empathy for students and staff.
- Positively motivate students in a well-managed learning environment.
- Follow correct procedures for all school matters e.g. grievances.
- Dress neatly, be punctual and be positive with a 'can do' attitude.
- Be a committed Christian and a regular church attendee.
- Be happy to learn about, and be supportive of, education in a Christian School setting.
- Have well-developed organisational skills.
- Be willing to undertake specific training to enhance student support as necessary.
- Work safely at school – following WHS protocol.
- Participate in school activities requiring staff involvement – this may include attending staff meetings, PD conferences and devotions as required, etc.



## **Vision/Purpose**

*Emmaus exists to partner with parents, in providing a Christ-centred, Biblically-grounded and academically-rigorous education, which enables students to grow in wisdom and character, to the glory of God.*

## **Values**

### **1. Caring for Others**

At Emmaus, we value, care for and respect each other because we are all made in the image of God. We partner with parents to care for and develop the whole person- body, soul and spirit. We foster a sense of belonging, celebrate one another's achievements and choose to be grateful for our school and each other. We are a community that learns in a fun, creative, encouraging and generous environment.

### **2. Striving for Mastery**

At Emmaus, we encourage students to strive for excellence in all aspects of life: in study, work, and in relationships with God and with people. We believe God equips every person with gifts and abilities. We seek to instil in our students a strong desire to apply their utmost to what they do, an attribute that will long outlive their school years. Students are encouraged to master and apply academic and life skills in order to make the most of their opportunities in later life. Our goal is to equip students with the necessary skills and understanding to make wise and Godly choices, and to live resilient, fulfilled, and productive lives.

### **3. Equipping for Service**

At Emmaus, our motivation for service is the love that Christ has shown us: his life of servant leadership is the example we seek to follow. Staff at Emmaus model integrity, accountability and the value of excellence in our work. We strive to equip students with both the desire and the skills to make a difference in the lives of others. We aim to grow students who are rich in Godly wisdom and noble character, and find their security in the love of Christ.