

Position Description

Position title	ESCC Learning Specialist
Program/Unit	Education Support for Children in Care (ESCC) - Education and Engagement Programs
Classification	CEMEA Cat C Level 4 - Dependent on qualifications & experience
Position reports to	ESCC Team Leader

Organisational context

Established in 1997, MacKillop Family Services (MacKillop) strives to ensure all families are supported to provide children with a safe and permanent home, and the best possible start to their lives.

Continuing the child and family welfare programs of our three founding agencies – the Sisters of Mercy, the Sisters of St Joseph and the Christian Brothers – we provide early intervention programs to support the most vulnerable families, and provide education, disability support, home-based care and out of home care for vulnerable children and young people in Victoria, New South Wales and Western Australia.

MacKillop has approximately 2000 staff, operating out of more than 50 sites, and has forecast annual revenue for the 2024/25 financial year of over to \$300 million.

Like our founders, we are deeply committed to our work, and are driven by social justice. We believe every child should be protected from abuse, neglect and exploitation, and are a child-safe organisation that is committed to protecting and advocating for the best interests of children and families across all our programs.

Our work is underpinned by our values, and by a deep understanding of the impact of trauma, informed by the Sanctuary Model. Sanctuary is a blueprint for organisational change, which supports organisations to provide a safe, non-violent environment for people affected by trauma. It also supports staff and carers to form communities that are safe and caring, and to maintain a culture that reflects these qualities at every level within the organisation. MacKillop is the only licensed provider of training in the Sanctuary Model in Australia.

MacKillop is deeply committed to promoting diversity. Our diversity encompasses differences in race or ethnicity, gender identity, gender expression, intersex status, sexual orientation, language, age, religion, socio-economic status, relationship status, physical and mental ability, thinking styles, experience, and education. We believe that the wide array of perspectives that results from such diversity makes us more creative, flexible, accessible and productive.

Our purpose

MacKillop Family Services continues our founders' passionate commitment to social justice – to work for the rights of children, young people and families to be safe, to learn, feel nurtured and connected to culture. We provide high quality services to promote healing from trauma and loss, and to enable hopeful futures.

MacKillop Family Services will care compassionately, respond large-heartedly and advocate courageously.

Our vision

Children, young people and families are welcomed and supported by MacKillop to be empowered and thrive.

Our values

We commit to the following five foundational values which we continue to embed in the culture of our organisation and practice:

JUSTICE. We believe in the right of all people to experience respect and to have access to quality services irrespective of sex, race, ethnicity, culture, language, religion, marital status, disability, sexuality or age. We advocate for inclusiveness and social justice in the wider community and commit to these principles across our organisation and all services we provide. ***We believe in the right of all people to be treated justly and fairly.***

HOPE. We commit to creating positive and hopeful relationships where people find meaning in their experiences and relationships and are able to learn, explore their strengths and create possibilities for growth and change. ***We seek to foster hope that assists people to find meaning.***

COLLABORATION. In our work with individuals, families and other organisations and groups, we commit to working in a collaborative spirit through cooperation, coordination, partnership and empowerment. ***We commit to working in a collaborative spirit through cooperation, coordination, partnership and empowerment.***

COMPASSION. Compassion is an attitude of the heart, an expression of our shared humanity and a deep desire to alleviate another's suffering. We commit to creating an attitude of openness to others and to their circumstances. ***We seek to foster compassion, an attitude of the heart and a response to exclusion and suffering.***

RESPECT. We value ourselves and other people, the earth and all creation. We seek to listen and learn from each other and build relationships with respect, being proud of what we hold in common and with understanding and tolerance of our differences. ***We seek to act with respect with regard to each other, the earth and all creation.***

Our Sanctuary Commitment

Our values are brought to life through our commitment to the Sanctuary Model. Sanctuary is an evidence-supported, whole-of-organisation framework that guides how we practice as an agency. Sanctuary enables a shared language, knowledge, and response to the impact of trauma and loss on all of us.

Our seven Sanctuary Commitments are as follows:

- Non-Violence - Mean what you say and don't be mean when you say it
- Emotional Intelligence - Look out for yours and other people's feelings
- Social Learning - We all learn from, and teach each other
- Democracy - Everyone is heard
- Open Communication - Be honest and share information
- Social Responsibility - We all help each other ... It takes a village to raise a child
- Growth and Change - Open to new ideas and ways of thinking

Position purpose

The Education Support for Children in Care (ESCC) program plays a crucial role in ensuring that children and young people in care have access to the educational support they need to thrive. By providing qualified teachers who can deliver personalised tutoring, the program seeks to address the barriers that prevent children and young people from attending school regularly or accessing in-school supports.

This role will focus on enhancing learning outcomes for students living in foster, kinship and residential care settings in the Outer Eastern Region. The Learning Specialist is a member of the MacKillop Education and Engagement Programs team and reports directly to the ESCC Team Leader.

Primary objectives

The ESCC Learning Specialist will play a critical role in supporting the educational needs of children in care by creating and implementing personalised educational programs. This role involves working closely with children, carers, schools, and other key stakeholders to ensure young people receive the targeted support they need, particularly in literacy and numeracy, to reach their full potential. Key components of this role includes:

- The provision of specialist one-to-one educational support (teaching) to young people.
- The implementation of tailored educational programs for each young person.
- The provision of trauma informed educational support to schools.

Key result areas and responsibilities

The Position Title will:

- Develop safe, strong, respectful relationships with each student, their guardians, care professionals and school.
- In consultation, and with a commitment to hearing the voice of the child, develop a School Reengagement Plan, identifying priority goals, strategies and resource allocation.
- Assess the functioning, learning capacity, and educational needs of each young people referred to the ESCC program.
- Provide one-on-one tutoring support to children in care, assisting with homework, study skills, and other educational activities.
- Work to build the child's confidence and engagement in their learning.
- Work collaboratively with carers, schools, and other relevant stakeholders to coordinate support and address any barriers to the child's education.
- Regularly monitor the child's educational progress and attendance. Maintain accurate records and provide regular reports to supervisors, carers, and other stakeholders.
- Positively contribute to the program objectives through strong teamwork, collaboration, and consultation.
- Provide trauma-informed training and support to carers and other stakeholders to enhance their understanding of the child's educational needs and how best to support them.
- Actively participate in supervision, team meetings, professional development opportunities and operational groups, as required.
- Maintain accurate and regular records of client data, including case notes, assessment results, communications, and reports.
- Ensure compliance with the Child Safe Standards at all times.
- Undertake other duties, as required.

Key selection criteria

The incumbent will have:

- A tertiary qualification in Education, current FULL VIT registration, and a minimum of 3 years of teaching experience.
- A knowledge and understanding of Aboriginal culture and values and an awareness of the current issues faced by Aboriginal children, young people and their families.
- Proven ability and experience in delivering high-quality educational experiences to young people with complex needs, particularly those who have been marginalised from school and society due to trauma, abuse, and neglect.
- Strong interpersonal and communication skills, with the ability to build positive relationships with children, carers, and other stakeholders.
- A commitment to child-centered practice and the principles of equity and inclusion.
- Ability to work independently, to take initiative and a capacity for effective decision-making.
- A demonstrated ability to manage and prioritise a range of tasks, plan workloads and work to deadlines.

Other information

The incumbent is required to:

- Sign and actively abide by MacKillop's Code of Conduct.
- Observe and actively support MacKillop's P.8 People and Workplace Policy.
- Observe and fulfil health and safety responsibilities as contained within 'WHS-P-001 Responsibility Statements' document.
- Attend mandatory and other training, as required.
- Actively participate in MacKillop's Bid Management process, as required.
- Participate in and promote continuous quality improvement processes.
- Promote an environment that is culturally safe and strengths focussed.
- Abide by principles and commitments of the Sanctuary Framework.
- Incorporate cultural safety into your practice with Aboriginal families.

The incumbent must possess a:

- Valid and current Driver's Licence.
- Valid and current Working with Children Card.
- Valid and current NDIS Worker Check (for NDIS risk assessed roles).
- Satisfactory criminal history check conducted by MacKillop Family Services.

Approval

Director or General Manager's full name:	Anne Henderson	Date:	26/08/2024
Director or General Manager's position title:	Group Director, The MacKillop Institute and Education		
Incumbent's full name:			
Incumbent's signature:		Date:	



MacKillop Family Services acknowledges Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the Traditional Owners and Custodians of the land on which we live, work and play. We pay our deep respects to Elders past and present and acknowledge all Aboriginal children, young people, families and staff who are a part of MacKillop Family Services.



MacKillop celebrates and draws strength from diversity and respects the dignity of all people. Every person at MacKillop has the right to be safe and to be treated justly. We value every person's ability, cultural or linguistic backgrounds, ethnicity, sexual orientation, gender identity, gender expression, intersex status, relationship status, religious or spiritual beliefs, socio-economic status, and age.