

## Advert:

The **Playroom Educator** will ensure that those families seeking support feel comfortable, understood and cared for

|                              |                                                                                                                 |
|------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <b>POSITION TITLE:</b>       | <b>Playroom Educator</b>                                                                                        |
| <b>DEPARTMENT:</b>           | Fairfield Child and Family Hub, Integrated Care                                                                 |
| <b>OPERATIONAL BASE:</b>     | Karitane Carramar – Fairfield Child and Family Hub,<br>138-150 The Horsley Drive, Carramar                      |
| <b>Classification:</b>       | HEO non-graduate ( up to Year 6)                                                                                |
| <b>AWARD:</b>                | HEALTH EMPLOYEES' (STATE) AWARD 2025<br>Hourly rate range is: \$35.99 up to \$43.43 ph, plus 12% super          |
| <b>STATUS:</b>               | PT 30 hours a week- 6 hours per day 5 days a week till June 2029                                                |
| <b>VACCINATION CATEGORY:</b> | <b>Category A</b>                                                                                               |
| <b>RESPONSIBLE TO:</b>       | Responsible to Program Lead System Navigator – Fairfield Child & Family Hub through to Integrated Care Manager. |

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### About You:

This is an exciting and unique opportunity to make a difference in the lives of families and children in the Fairfield area and wider community by supporting parents to be empowered to give their children the best start in life. You will have exceptional skills in working with families with children 0-5 years and demonstrate an understanding of their unique circumstances. You are familiar with the needs of the Fairfield local area and are passionate about making an impact. You have a strong background in early education or community services working with families and can create engaging programs for a diverse and multicultural community.

### Purpose of the Role

The Fairfield Integrated Child and Family Hub is a purpose-built space for families to play and connect to services. There is a busy indoor and outdoor play area accessed by local families. The Playroom Educator will ensure that those families seeking support feel comfortable, understood and cared for. Although children are supervised by a parent or caregiver when accessing the hub, the playroom requires continual supervision to ensure the area is child safe. The Playroom Educator will create and deliver engaging programs for families attending the centre, will interact with families, support keeping the space tidy and infection control processes, model positive play, and boundary setting. The Role will work closely with a team to support families to connect to services within the hub.

Karitane staff provide safe, effective, quality care consistent with the organisation's mission, philosophy, values and standards of care, and adhere to the Professional Code of Conduct.

Karitane is committed to providing a safe, inclusive, and empowering environment for all children and young people. We are dedicated to upholding the Child Safe Standards, all staff share responsibility for maintaining a child-safe culture. For this role you will have a solid understanding of child safe principles

and how to embed child safety into practice.

**KEY SELECTION CRITERIA:** (please address the criteria below in your cover letter)

1. Cert III in Childhood Education, Community services or other relevant discipline.
2. Two years' experience working with child and/or families
3. Demonstrated ability to work with and support families from culturally diverse backgrounds
4. Demonstrated awareness of age-appropriate child development and play
5. Experience in planning programs and age-appropriate play activities for children aged 0-5 from diverse communities
6. Experience working collaboratively with other services to support families
7. Experience in providing supervision to volunteers or students

**CONDITIONS OF EMPLOYMENT**

The majority of Karitane services close for approximately two weeks over the Christmas/New Year period, during which time employees are required to take leave.

Karitane supports a smoke free environment including grounds, buildings and vehicles.

Applicants will have a commitment to EEO & WHS, ethical practice and the principles of cultural diversity.

Relevant Police Check, Working with Children Check, Apprehended Violence Orders and prior employment checks, including relevant disciplinary proceedings, will be conducted on recommended applicants.

**STATEMENT OF DUTIES**

Listed are the primary duties of this role and the performance standards required to undertake the duties.

**RESPONSIBILITIES AND TASKS**

- Build supportive relationships with families.
- Act as an initial point of contact and advocate for the needs of families including expectant parents and families with children aged 0-5 years attending the Fairfield Integrated Child and Family Hub.
- Work collaboratively with other services to support parents, carers and children connect to supports they need.
- Develop and deliver early education programs and activities in consultation with the team and families
- Supervise the playroom and guide behaviours in a positive manner
- Always maintain and respect client confidentiality
- Identify and report child safety risks
- Promote the importance of play in childhood
- Ensure the playroom equipment is monitored regularly for safety
- Support and model good infection control practices including basic tidying of the space.
- Provide basic support to partner organisations delivering services onsite e.g. group programs.
- Engage in integration practice with Karitane and partner organisations.

## Benefits of a career at Karitane

- Dynamic team • Innovative organisation
- That we are an accredited Family-friendly workplace
- Professional development, support and mentoring
- Opportunity if you work regular casual shifts you may be able to salary package up to \$16,050 tax free (as not-for-profit and registered charity)
- Additional leave, accrued day off once a month where applicable
- Encouraged to achieve your full potential
- Respected and recognised
- Flexible work practices where applicable and appropriate
- Meaningful work – that makes a difference

**Please note:** If you work in the NSW Public Health system and other Affiliated Health Organisations your accruals of leave and service can be transferred across to Karitane.

### Child Safe Standards:

*“Karitane is committed to providing a safe, inclusive, and empowering environment for all children and young people. We are dedicated to upholding the Child Safe Standards, all staff share responsibility for maintaining a child safe culture”.*

### VACCINATIONS

**Category A** workers are required to meet and maintain the vaccination criteria (as per the current NSW Health policy directive) including annual influenza vaccinations.

- **NOTE** - please read and understand NSW Health policy directive for more information - [https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2026\\_004](https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2026_004)

Please upload a cover letter that addresses the selection criteria and your resume:

**Your application can be submitted via this link:** [vacancies/job/view/35](#)

### Phone enquiries can be via mobile or email

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**Close date:** Wednesday 30 September 2026