

Portside Christian College Early Learning Centre

A new centre. A nurturing community. A chance to lead with purpose.

Portside Christian College's purpose-built Early Learning Centre is a vibrant, Reggio Emilia inspired space designed to support wonder, discovery, and belonging. With beautifully curated indoor and outdoor environments, the centre is a place where children thrive and where educators feel supported and valued.

The College is seeking applications for a Diploma qualified **Lead Educator – ELC** Contract position, commencing as soon as possible.

With increased enrolments in our new Early Learning Centre, it is an exciting time to join our warm and vibrant Educational Team that values relationships, innovation and excellence in nurturing children's development.

The Lead Educator will work alongside our Educational Leader and their Educator team members to deliver outstanding education and care for our children. The role requires a high level of collaboration with colleagues to ensure the best possible outcomes for the children.

We are a **faith-driven team**, committed to providing Christ-centred early learning that is inclusive, relational, and responsive to every child's needs. Our team culture is **warm and generous**, and we're ready to welcome you to our ELC.

Position Description	
Position title	Early Learning Centre Lead Educator
Position number	PCS03
Agreement	Portside Christian College Enterprise Agreement (2025)
Level	General Level 5
FTE	Contracted 1.0 FTE, commencement as soon as possible
Reports to	College Principal and delegate: Early Learning Centre Director and ELC Educational Leader
General responsibilities	<ul style="list-style-type: none">• Understand, and commit to, the College Vision, Purpose, Values and Statement of Faith• Act in accordance with all relevant College and ELC policies and procedures, including the Staff Code of Conduct, and the ELC Staff Handbook• Develop and maintain collaborative relationships with staff, students and parents• Actively contribute to the Christian life of the College community

	<ul style="list-style-type: none"> • Attend meetings, functions and extra-curricular activities as required • Participate in the College's ongoing Professional Learning opportunities
Position Objectives	<ul style="list-style-type: none"> • Design and provide a quality early childhood program from a biblical perspective which meets the needs of the children attending Portside Christian College Early Learning Centre and in line with the requirements of the National Quality Standards (NQS) • Work cooperatively with staff, families and allied professionals to provide a safe, nurturing and stimulating environment for children attending the service • Work with the Educational Leader to plan, implement and evaluate a Reggio Emilia inspired educational program for a group of learners • Lead a team of educators to observe and document children's learning • Evaluate and assess children's learning making the learning visible through documentation
Desired qualifications of successful candidate	<ul style="list-style-type: none"> • Minimum qualification (Diploma of Early Childhood Education and Care) • Current First Aid Certificate (including Anaphylaxis and Asthma training) - Provide an emergency first aid response in an education and care setting HLTAID012 • Demonstrated knowledge and experience of working in early childhood services • Working knowledge of the regulations, standards, frameworks and codes • Inclusion Support experience is desirable • Have a current Working with Children Check (WWCC) • Training undertaken in Responding to Risks of Harm, Abuse and Neglect (RRHAN-EC)
Desired skills and abilities of successful candidate	<ul style="list-style-type: none"> • Strong Christian belief and personal faith statement • Excellent public relations skills to maintain a strong partnership focus and positive relationships between the College community • Able to work cooperatively as a team member in the Centre and across the College community • Demonstrated ability to be innovative within the design of the educational program in reference to the Early Years Learning Framework (v2) • Demonstrated competencies with documenting children's learning through various modes • Demonstrated ability to be enthusiastic and self-motivated • Ability to demonstrate integrity, responsibility, respect and innovation in all aspects of the position <p>The following management skills are required to be demonstrated:</p>

	<ul style="list-style-type: none"> • Effective time management skills and ability to coordinate responsibilities to enable smooth and efficient running of the program • Able to actively supervise and support the safety and care of children • Adhere to policies and practices
Selection Criteria	<ul style="list-style-type: none"> • Demonstrated ability to design an emergent play-based curriculum from a biblical perspective with a focus on social and emotional development, language development, thinking and problem-solving skills and foundational literacy and numeracy to enhance student learning • Demonstrated understanding of assessment and pedagogical documentation • Focus on creating a supportive, inclusive learning environment • Ability to develop healthy relationships of mutual respect with children, families and colleagues • Ability to embrace ethical reflective teaching practice, nature pedagogy and Reggio principles • Demonstrated knowledge and understanding of the National Quality Framework (NQFv2), regulations and standards • Highly effective and developed communication skills • Well-developed room management and communication skills that foster restorative approaches • Ability to contribute positively to a Professional Learning Team <p>The qualifications, skills and experience outlined in this position description are ideals to which the applicant will aspire.</p>
Applications are to include	<ul style="list-style-type: none"> • Cover letter, maximum 1 page • Curriculum Vitae outlining details of qualifications and areas of study, educational history, previous employment and relevant personal information • Completion of the Portside Christian College Application for Employment – Non-Teaching form available on our website at www.portside.sa.edu.au under the <i>Our College - Careers</i> heading • A brief written response to the above selection criteria (maximum of 500 words)
Application deadline and details	<p>Applications should be addressed to:</p> <p>Human Resources, Portside Christian College</p> <p>Email: application@portside.sa.edu.au</p> <p>Applications will be considered as they are received.</p>