



Job Description

Position title	Student Learning Support Officer (SLSO) <i>Full-time preferred however part-time considered</i>
School / Entity	St Philip's Christian College Gosfordp
Reports to	Leader of Inclusive Education
Collaborates with	Leader of Inclusive Education, Director of Student Support
Classification	Independent School NSW (Support and Operational Multi-Enterprise Agreement 2021)
Date	14 November 2024

What is it like working at St Philip's?

We aim to provide quality education in a caring, secure and challenging learning environment based on Christian beliefs, values and practice.

Our organisation's core values are:

- **Christ First** – we want to honour Christ in all things.
- **Serve One Another** – we want to appreciate the unique God-given potential of each person.
- **Strive For Excellence** – we want to aim to do our very best all the time.
- **Do What Is Right** – we want to always behave in a Christian manner.
- **Build Community** – we want everyone to feel they belong.

What is it like working at St Philip's Christian College Gosford?

Great results, attractive and flexible spaces, up-to-date technology and best practice based on current academic research are important to us – and unlocking the unique God-given potential in every child to lead a life of passion and purpose in whatever pursuits they choose is highly valued.

Our best assets are our passionate and purposeful teachers who are trained to consider the individual learning and wellbeing needs of every child in their class, and dedicated non-teaching staff who actively support the goals of the organisation.



What is the focus of this position?

As a part of equipping the students with a Whole of Life education, it is vital we flexibly support all students in their learning and preparation for their journey beyond their schooling. As a Christian College, our desire is for the students to discover their passion and purpose that God has given and help ignite this in their everyday life.

The role of the SLSO, will encompass diligent delivery of Literacy intervention, using MultiLit group programs to students in Junior and Middle School. It will also include a variety of other student supports including in class or 1:1 assistance, monitoring and observation of adjustments for NCCD data collection, as well as implementation of lunchtime programs. The role will serve across our Kindergarten to Year Twelve College.

What you will be doing:

The SLSO may be responsible for:

- Delivering targeted Literacy and Numeracy Intervention Programs to students Kindergarten - Year Twelve.
- Completing screeners such as the York Assessment of Reading Comprehension (YARC) and MultiLit assessment screeners that support the collection of evidence-based data to monitor students' progress.
- Working with individual students and small groups on assessments to assist them with planning and developing ideas.
- Assisting with exam provisions as a reader and scribe, supervision for students who have additional time, and recording exams for technology access.
- Developing and using visual systems and social stories to provide pro-active behaviour and pastoral care.
- Lunchtime social support programs including support at excursions, incursions and school events.
- Supporting the staff of primary and secondary classes to provide personalised learning and support and emotional regulation in a responsive manner, as required.

You will be required to carry out other duties that are within the limits of your skills, competence, training and/or experience as directed by your supervisor or Principal.

The essentials you will need:

- A practising and committed Christian faith.
- A desire to serve in a Christian environment.
- Certificate III or higher in Education Support is preferred but not essential.
- Knowledge and skills pertaining to child development.
- Flexibility in their approach to managing positive interactions with students.
- A high level of emotional intelligence, together with a growth mind-set.
- Clear and strong communication skills with children and adults alike.
- The ability to work autonomously and in a team environment.
- Showing initiative within the role.
- Effective organisational skills with a pro-active approach.
- Computer literacy skills.



We will encourage you along the way.

No job description can capture the complexity of running a school. Therefore, this job will include such other duties as may be required by the Principal and their delegate. Job descriptions will need to be reviewed from time-to-time to ensure they remain relevant in a rapidly changing world.

We will partner with you to support your performance and ongoing development to ensure you are fully prepared for future challenges as this position and our organisation adapts and grows. The current hours of work are Monday to Friday 8:15am – 3:15pm but may be negotiated in consultation with the Principal.

If you think that you are a suitable candidate for the role please complete the acknowledgement below.

It is important to note that all employees of St Philip's Christian College are responsible for ensuring the workplace is free from sexual harassment and must not engage in any behaviour that could amount to sexual harassment.

I acknowledge that I have read and understood the requirements and responsibilities of this position as detailed in the Job Description (JD) and if appropriate have discussed the JD with my Manager.

Employee Name:	
Employee Signature:	
Date:	