

## POSITION DESCRIPTION

<b>Date</b>	May 2021
<b>Position Title</b>	Pedagogical Leader
<b>Reports to (position title)</b>	General Manager Early Years
<b>Department</b>	Early Years

### Organisational Context

**bestchance** Child Family Care is an independent, not-for-profit, community organisation with offices in Glen Waverley, Bayswater and Pakenham, Victoria, Australia.

**bestchance** adopts an innovative and holistic approach to assisting young children and families by integrating a range of specialist family oriented educational and welfare community services. The range of programs delivered include Early Childhood Education and Care (ECEC) Family Day Care, Kindergarten, Child Care; Children's Therapy, Parent and Child Support, Training, Community Support and Cheshire, an independent, specialist primary school for children with social, emotional and learning difficulties.

These programs recognise that the early years of a child's life are the most formative and influential and we strive to adhere to the principles of 'best practice'. This commitment ensures that families are, at all times, respected as the experts on their children and supported in an environment that is strength based and family centred.

**bestchance** also works in partnership with families in managing a number of kindergartens under its Early Years Management Program.

**bestchance** is committed to implementing and adhering to the Child Safe standards including the development and implementation of people practices that reduce the chance of child abuse within the organisation, for which we advocate zero tolerance.

Health safety and wellbeing first, is an expectation of all, where staff implement local work instruction and processes aligned to organisation requirements and are accountable for their own safety and safety of others.

### PURPOSE

For all children, families and individuals to thrive in their community.

### VISION

**Inclusion** we include everyone regardless of their background, needs or circumstances

**Care** We nourish and nurture resilient relationships

**Education** We develop skills and knowledge to build capacity and resilience.

## VALUES

**Humility** we focus on listening to better understand and meet needs

**High Expectations** we have high aspirations for our client outcomes and for the calibre of our services and staff

**Innovation** we embrace change based on critical reflection

**Curiosity** we seek new understandings and knowledge

**Evidence** we seek and generate evidence to evaluate and improve our programs

**Challenge** we look beyond the immediate to achieve different results

## POSITION PURPOSE

The purpose of this position is to initiate and support a culture of contemporary early childhood practice and pedagogy across our early education and care services, including kindergarten, family day care and child care programs. The Early Years Pedagogy Advisor will be a part of the Early Years Leadership Team.

## PRIMARY OBJECTIVES

This position supports and collaborates with the Area Managers, FDC Team Leaders, FDC Coordinators, and service based Educational Leaders (ELs) to oversee consistently high quality practices that contribute to positive outcomes for all children as defined in the Victorian Early Years Learning and Development Framework and the National Quality Standards.

## KEY RESULT AREAS AND RESPONSIBILITIES

### Program and Practice

- Collaborate with Area Managers and the Family Day Care (FDC) Team Leader to build capacity and provide direction and guidance on curriculum pedagogy and practice
- Support, coach and mentor Educational Leaders, Centre directors and FDC Coordinators providing guidance and advice on the implementation of contemporary pedagogy methodologies
- Provide expert guidance to support ongoing development and continuous improvement to ensure the delivery of high quality service provision that meet the needs of children and families and achieves improved assessment and rating results
- Build the capacity of Early Years staff working with children and families to assess and deliver evidence-based practices. Support and work with the Early Years Leadership team to implement projects such as school readiness, diversity/inclusion, child safe and reforms such as funded three year old kindergarten and information sharing.
- Research, recommend and develop innovative and emerging pedagogical practices
- Work in partnership with Governance and Area Managers to address any themes/issues identified by Quality
- As a member of the Early Years Leadership Team, build and embed a positive and productive team culture that contributes to best practice service delivery supporting the achievement of the organisations vision.
- Provide regular reporting to the General Manager as required.

### Organisational Expectations

- The Early Years Pedagogical Advisor will work and collaborate with colleagues, business partners and external stakeholders in maintaining a professional approach to work, ensuring standards of performance reflect the bestchance philosophy, guidelines, policies and procedures.
- As a member of the Early Years Leadership team, support and contribute to an integrated and collaborative approach across the organisation's multi-disciplinary teams to increase internal program referrals.
- Contribute to an atmosphere of trust and professional respect through an attitude of openness, tolerance, constructive conflict resolution processes and maintenance of confidentiality.
- Demonstrate dedication and commitment to work in accordance with bestchance values and behaviours.
- Actively assess, manage and where possible mitigate workplace risk including Work health and safety risk, risk to educators and children, reputational risk and personal risk.
- As a member of the Early Years Leadership Team, identify and attend relevant professional training sessions.

### KEY SELECTION CRITERIA

- Degree or Post Graduate qualified in Education (Early Childhood) or related discipline with experience in leadership of pedagogical practices
- Extensive specialist experience and knowledge of services for children and families
- Extensive specialist experience and knowledge of the National Quality Framework, funding guidelines relevant to Early Childhood Services and Child Safe Standards
- Ability to work independently and co-operatively in a team environment, with an innovative, supportive and flexible approach to work
- Ability to develop positive working relationships with multiple stakeholders, internal and external
- A high level of written and verbal communication skills
- Proven ability to independently manage complex workloads

### Other

- Current valid motor vehicle licence and Working With Children Check