



3-Year-Old Diploma Qualified Kindergarten Co-educator 2022

Canterbury Norwood Kindergarten (CNK) located in Melbourne's leafy inner-eastern suburb of Canterbury, and is a small, community-based kindergarten run by a committee of management, comprising of past and current parents. Established and operating on the same premises since 1947, our program has been underpinned by a belief in growth through imaginative play and the joy of music and stories.

CNK provides an exceptional program for 3- and 4-year-old children, based on the VEYLD and EYL frameworks with a strong emphasis on play-based learning, operating in accordance with the Victorian Government school term dates.

We pride ourselves on the provision of a quality pre-school service within a nurturing, inclusive and stimulating environment.

This is a unique opportunity as our kindergarten will be relocating into a brand new, purpose-built facility, in mid-2022, located behind Canterbury Gardens. This role will suit an aspiring leader and has the potential for an increase in the time fraction leading into 2023, as our kindergarten enters an exciting new stage in its unique history.

The Position

CNK are seeking to employ a passionate and experienced, Diploma qualified kindergarten co-educator in a part time, fixed term position commencing 28 January 2022. The successful candidate will work alongside our passionate and experienced 3-year-old kindergarten teacher, within our well-established philosophies and culture of play-based learning. This is a new position with the opportunity for future ongoing employment for the right candidate.

Applicants must have the following qualifications and registrations prior to commencement:

- Diploma in Early Childhood Education
- Working with Children's Check (Employee) or VIT Registration
- Current First Aid Certificate (HLTAID004) or (HLTAID012)
- Current Asthma and Anaphylaxis Certificate (22556VIC) or (22300VIC).

All staff must commit to a culture that supports and embraces Child Safe Standards.

Position Description

The complete job description is located on the next page.

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The purpose of this position description is to provide a general overview of the key responsibilities of the position and is not intended to represent the entirety of the position nor is it intended to be all-inclusive.



Position Description

Position:	3-Year-Old Kindergarten Co-educator
Position status:	Part time, fixed term 12 months (temporarily vacant)
Session Times:	Monday and Thursday 8:30am – 4:00pm
Classification:	Diploma Qualified (as a minimum)
Entitlements:	In accordance with VECTEA 2020
Agreement/ Award:	Victorian Early Childhood Teachers and Educators Agreement (VECTEA)
Reports to:	3-Year-Old Kindergarten Teacher, Director of Canterbury Norwood Kindergarten and to the CNK Committee

How To Apply

- Prepare a comprehensive letter of no more than two pages, outlining your suitability for the role, as well as your resume, academic transcripts, names, and contact details of two referees who would be able to support your suitability for the role
- Email all these documents to the CNK Committee President at president@canterburynorwood.com.au subject “2022 Co-educator”
- Applications close 5pm Friday 8 October 2021.

Please direct any enquiries for this position to the CNK Committee President, Tenealle Ntontis, via email at president@canterburynorwood.com.au

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