



**SUNRISE**  
Christian School

**JOB AND PERSON SPECIFICATION**  
**OSHC CASUAL EDUCATOR**

**SUNRISE CHRISTIAN SCHOOL**

Adelaide Christian Schools (ACS) is a community of schools, both nationally and internationally. In Australia these include Sunrise Christian School Fullarton, Sunrise Christian School Paradise, Sunrise Christian School Morphett Vale, Sunrise Christian School Marion, Sunrise Christian School Naracoorte, Sunrise Christian School Whyalla, Sunrise Christian School Early Learning Centres, Temple Christian College, and Discovery Christian College. Internationally our schools are Sunrise Bethel Christian School in PNG and Faith Christian School in the USA.

These schools provide an education of academic excellence consistent with the teachings of the Bible, to children of many Christian denominations. They teach and train students in all aspects of life in such a way that God is seen as the centre of everything. They are an extension of the home and help parents fulfil the God given mandate to bring up their children in His ways.

The Schools are separately registered and each School is managed by a Principal who is accountable through the CEO to its governing Board. Our Early Learning Centres are managed by a Regional Director, reporting to the CEO, who is assisted by a Director at each location.

The primary corporate service functions of ACS are based at the Kings Park office for Sunrise schools and ELCs and the Mile End Campus of Temple Christian College for Temple and Discovery.

The Sunrise Christian School OSHC Casual Educators are employed by Sunrise Christian School and are accountable to the OSHC Director.

Head Office  
Level 2  
305 Goodwood Road  
Kings Park, SA, 5034  
08 8465 6000  
[www.sunrise.sa.edu.au](http://www.sunrise.sa.edu.au)

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Sunrise Christian School  
Fullarton  
95 Wattle Street  
Fullarton, SA 5063  
08 8465 6001

Sunrise Christian School  
Paradise  
4 Crowle Road  
Paradise, SA 5075  
08 8465 6002

Sunrise Christian School  
Morphett Vale  
70-74 Pimpala Road  
Morphett Vale, SA 5162  
08 8465 6003

Sunrise Christian School  
Marion  
286 Sturt Road  
Marion, SA 5043  
08 8465 6004

Sunrise Christian School  
Naracoorte  
72 Old Caves Road  
Naracoorte, SA 5271  
08 8465 6005

Sunrise Christian School  
Whyalla  
2 Sunrise Lane  
Whyalla, SA 5608  
08 8465 6006



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**JOB SPECIFICATION**

**OVERVIEW**

The OSHC Casual worker is responsible for:

- Assisting the OSHC Director in implementing the OSHC program.

This role is a casual role only on an as required basis.

**KEY RESPONSIBILITIES**

**PROGRAMME DEVELOPMENT AND IMPLEMENTATION**

The OSHC Casual worker is required to assist the OSHC Coordinator in

- implementing activities for the children that are developmentally appropriate
- providing a safe and healthy environment for the children
- working within the OSHC policies, procedures and timetables
- meeting individual needs of children according to the spiritual, education, care and recreational philosophy of the programme
- assisting children with personal hygiene where appropriate
- dealing with emergencies and hazards in accordance with OSHC and OHSW policies.

The position will be reviewed and appraised on a regular basis.

Approved \_\_\_\_\_ Date \_\_\_\_\_

**Principal**  
**Sunrise Christian School - Signature**

Approved \_\_\_\_\_ Date \_\_\_\_\_

**Applicant's Signature**





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## PERSON SPECIFICATION

### ESSENTIAL MINIMUM REQUIREMENTS

#### EDUCATIONAL QUALIFICATIONS

- Minimum Certificate III in Children's Services
- First Aid Certificate

#### SKILLS / ABILITIES

- Excellent verbal and written communications skills are required
- The ability to interact with children, parents and staff in a positive, sensitive and respectful manner
- Effective observation and reporting skills
- Ability to supervise children in a safe and effective manner

#### PERSONAL ATTRIBUTES

- An on-going commitment to the Lord Jesus Christ as Lord and Saviour, consistent with the Biblical standards of Adelaide Christian Centre.
- A mature faith and active involvement in a local church.
- A proven life style founded on Biblical Christian principles.
- A life that demonstrates the indwelling of the Holy Spirit.
- A willingness to affirm the foundation statements and principles promulgated by the School and ACS.
- A Christian with a strong commitment to Christian Education and a determination to serve God in a Christian school community.

#### EXPERIENCE

- Previous experience working with children is essential

#### KNOWLEDGE

- Knowledge of the ability levels of primary school age children

#### OTHER CONDITIONS

- A current satisfactory WWCC (Working with children check) will be required at commencement of employment
- Proof of completion of Responding to Risks of Harm, Abuse & Neglect will need to be presented at commencement of employment

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