The Catholic Schools Office, Lismore is calling for applications from suitably qualified candidates for the position of:

**ADDITIONAL NEEDS OFFICER**

- Commencing Term 2, 2016 to the end of the 2016 school year
- Internal Candidates Only

The Additional Needs Officer is to provide support and leadership across all aspects of Additional Needs in the K-12 environment leading directly to improved teacher pedagogy and student outcomes.

The incumbent’s tasks and responsibilities will include:

- Demonstrate commitment to the Diocesan Vision and Mission Statements and the strategic plan.
- Promote an understanding of Catholic Social teaching as it relates to inclusion.
- Discern & align information and national trends in Disability with Catholic Doctrine.
- Coordinate the collation and analysis of appropriate Diocesan wide data to inform strategic directions and professional learning.
- Work closely with Education Consultants and the Additional Needs Consultant in developing work plans and school contacts related to school improvement needs.
- Participate in dialogue and professional learning within Educational Services, focused on improved teacher pedagogy and student outcomes.
- Contribute expertise and advice to system reference groups and working parties related to the Diocesan Contemporary Learning Framework literacy, numeracy, Australian Curriculum NSW and pedagogy.
- Assist school teams in professional learning planning to meet identified needs of teachers related to improved pedagogy and student outcomes.
- Develop best practice approaches to curriculum, pedagogy and learning technologies leading to enhanced student learning.
- Support the schools’ capacity to develop and implement individual student plans.
- Plan, implement and evaluate programs and projects that relate to additional needs.
- Develop innovative programs built on best practice for students with additional needs.
- Ensure comprehensive behaviour management strategies are implemented for critical incidents including behaviour plans and whole school student management.
- Support schools in the implementation and monitoring of School Review and Development process and subsequent recommendations.
- Implement on-going quality assurance processes that support schools to work within an evidence-based and legislative framework.
- Effectively liaise and network with other relevant professionals and organisations across sectors.
- Work actively with the Diocesan Parent Council and relevant school parent groups.
- Establish firm links with community partners (DECS, Health, aboriginal communities) in order to provide sound and well-informed advice on educational issues.

**Selection Criteria**

- *Demonstrate an understanding of contemporary issues relating to inclusive practices in schools.*
- *Experience in and ability to facilitate professional development opportunities for teachers and teacher assistants.*

To apply, please submit your application including a current resume and a statement addressing the above selection criteria to:

Vanessa O’Rourke  
Human Resources Officer – Recruitment and Training  
Email: hr@lism.catholic.edu.au

**Applications to be received by 9am Friday, 19 February 2016**

Child Protection legislation requires preferred applicants to be subject to employment screening

*An Equal Opportunity Employer*