



Student Services: Primary Literacy Consultant

Position to Commence in 2018

The Association of Independent Schools of NSW (AISNSW) is the peak body for independent schools in NSW and provides a range of services to independent schools across NSW and the ACT.

Education Consultants at AISNSW operate in a dynamic team-oriented environment and work across the curriculum in a diverse range of schools, each with its own ethos, specialties and operational style.

We are currently seeking a full-time Primary Literacy Consultant to join our Student Services team. This role will involve supporting schools to implement evidence-based, whole class literacy approaches to improve student outcomes. Experience in the analysis of school-based literacy assessment data and how to use this information to plan and implement effective literacy instruction focused on K-2 is essential.

The successful applicant will be responsible for developing and leading school-based professional learning consultancies and as such will have a thorough understanding of the empirical research underpinning the acquisition of early reading, writing and spelling skills. Extensive content knowledge of early literacy concepts is essential. The role will involve working in an instructional coaching capacity to support K-2 classroom teachers and as such demonstrated expertise in the practical application of content knowledge to teaching and learning is necessary.

This role would suit a skilled K-6 classroom practitioner or learning support teacher/coordinator.

Applicants are required to provide a copy of their curriculum vitae and a covering letter addressing the expanded role description and analysis on the following page.

Applications should be received by the close of business on Monday, 18 September 2017.

All enquiries and applications should be directed to:

Michelle Line
Assistant HR Manager
AISNSW
Level 12, 99 York Street
SYDNEY NSW 2000

Phone: (02) 9299 2845
Email: mline@aisnsw.edu.au

NSW Child Protection legislation applies to this position.



Position Description

The duties of a Student Services: Primary Literacy Consultant at AISNSW may include the following:

- Guiding and supporting schools in the analysis of data to inform the development and implementation of explicit, effective and evidence-based approaches and strategies at whole-school, whole-class and individual levels.
- Providing support and advice to independent schools in the use of literacy screening tools and diagnostic assessments.
- Providing instructional coaching that is focused on supporting teachers in the education of students with literacy needs, particularly in K-2 through the provision of classroom observations and demonstration lessons.
- Planning and delivering effective professional learning programs, both face-to-face and online for staff in independent schools.
- Some regional travel within NSW required.
- Representing AISNSW and the independent schools sector on committees and in a variety of forums.
- Liaising with other education sectors and agencies.
- Other duties as required by the Chief Executive.

Position Analysis

A Student Services: Primary Literacy Consultant at AISNSW needs to possess the following skills and attributes:

- Post-graduate qualifications in special education, literacy, or other relevant areas.
- Experience as a skilled K-6 classroom practitioner and/or learning support/coordinator role is desirable.
- Critical content knowledge and understanding of evidence-based practices in the education of students with early literacy needs, including individualised interventions.
- Experience in the implementation of effective individual, class and/or whole-school literacy instruction, with an emphasis on K-2.
- Willingness to work across programs.
- Highly developed organisational skills and the ability to manage multiple tasks simultaneously while maintaining quality.
- Ability to work both collaboratively and independently within a dynamic team.
- Excellent oral and written communication skills.
- Ability to design, coordinate and implement effective centre-based, in school and online professional development programs as well as associated resources.
- Commitment to maintaining confidentiality and dealing respectfully with sensitive information.
- Understanding of the educational and legislative context of independent schools.