

# EMPLOYMENT OPPORTUNITIES FOR 2017

BPA Children's Services is seeking Expressions of Interest  
for the following position in 2017

## KINDERGARTEN POSITIONS

### 4YO EARLY CHILDHOOD CO-EDUCATOR – DIPLOMA – RE-ADVERTISED

*(Maternity Leave Vacancy commencing Oct 2017 until April 2018, unless notified earlier)*

#### DEER PARK KINDERGARTEN

Carmody Drive, Cairnlea

**37.25 hours per week** = 26.25 hours contact, 11 hours planning/admin

#### 4YO ROTATIONAL GROUPING

##### ROSTERED HOURS:

Monday 7.45am – 5.30pm  
Tuesday 7.45am – 5.30pm  
Wednesday 7.45am – 5.30pm  
Thursday 8.00am – 5.15pm

##### GROUP SESSIONS:

Monday 8.15am – 12.00pm (AB) &  
1.00pm – 4.45pm (CD)  
Tuesday 8.15am – 12.00pm (AB) &  
1.00pm – 4.45pm (DE)  
Wednesday 8.15am – 12.00pm (CD) &  
1.00pm – 4.45pm (BE)  
Thursday 1.00pm – 4.45pm (AB)

**Applicants must have:** A minimum Diploma of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

### 4YO EARLY CHILDHOOD CO-EDUCATOR – CERTIFICATE III OR DIPLOMA

#### EAST SUNSHINE KINDERGARTEN

Lowé Crescent, Sunshine

**21.50 hours per week** = 15 hours contact, 6.5 hours planning/admin

#### POSSUMS GROUP

##### ROSTERED HOURS:

Monday 12.00pm – 5.15pm  
Tuesday 8.00am – 2.15pm  
Wednesday 12.45pm – 5.15pm  
Friday 8.00am – 1.30pm

##### GROUP SESSIONS:

Monday 1.45pm – 4.45pm  
Tuesday 8.30am – 1.00pm  
Wednesday 1.45pm – 4.45pm  
Friday 8.30am – 1.00pm

**Applicants must have:** A minimum Certificate III of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

## 4YO EARLY CHILDHOOD CO-EDUCATOR – DIPLOMA – RE-ADVERTISED

### HYDE STREET KINDERGARTEN

10A Hyde Street, Seddon

**20.75 hours per week** = 15 hours contact, 5.75 hours planning/admin

#### POSSUMS GROUP

##### ROSTERED HOURS:

Monday 10.30am – 5.15pm  
Wednesday 8.00am – 3.00pm  
Friday 8.00am – 3.00pm

##### GROUP SESSIONS:

Monday 12.45pm – 4.45pm  
Wednesday 8.15am – 1.45pm  
Friday 8.15am – 1.45pm

**Applicants must have:** A minimum Diploma of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

## 4YO EARLY CHILDHOOD CO-EDUCATOR – DIPLOMA

### KINGSVILLE KINDERGARTEN

35A Roberts Street, Kingsville

**20.75 hours per week** = 15 hours contact, 5.75 hours planning/admin

#### BILBIES GROUP

##### ROSTERED HOURS:

Monday 11.30am – 5.15pm  
Tuesday 8.00am – 3.45pm  
Wednesday 8.00am – 3.15pm

##### GROUP SESSIONS:

Monday 12.45pm – 4.45pm  
Tuesday 8.15am – 1.45pm  
Wednesday 8.15am – 1.45pm

**Applicants must have:** A minimum Diploma of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

## 4YO EARLY CHILDHOOD CO-EDUCATOR – CERTIFICATE III OR DIPLOMA – RE-ADVERTISED (Immediate Start)

### ST AIDANS PRESCHOOL

James Street, Strathmore

**27.50 hours per week** = 20 hours contact, 7.5 hours planning/admin

#### ROTATIONAL GROUPINGS

##### ROSTERED HOURS:

Monday 8.00am – 3.00pm  
Tuesday 8.00am – 2.30pm  
Thursday 10.00am – 5.00pm  
Friday 10.00am – 5.00pm

##### GROUP SESSIONS:

Monday 8.30am – 1.30pm (ABD)  
Tuesday 8.30am – 1.30pm (ACE)  
Thursday 11.30am – 4.30pm (ACD)  
Friday 11.30am – 4.30pm (BCE)

**Applicants must have:** A minimum Certificate III of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

## **4YO EARLY CHILDHOOD CO-EDUCATOR – DIPLOMA – RE-ADVERTISED**

**(Immediate Start)**

### **ST BRENDANS KINDERGARTEN**

James Street, Strathmore

**7.00 hours per week** = 5 hours contact, 2 hours planning/admin

### **ROTATIONAL GROUPINGS**

#### **ROSTERED HOURS:**

Friday 7.45am – 2.45pm

#### **GROUP SESSIONS:**

Friday 8.15am – 1.15pm (EAB)

**Applicants must have:** A minimum Diploma of Early Childhood Education and Care (or equivalent as approved by ACECQA). A current Working with Children check, Level 2 First Aid, CPR, Asthma and Anaphylaxis certification are essential.

Applications close on **Friday, 15 September 2017**

**Refer below and follow the application process.**

*BPA asks when applying for a position you consider the centre Philosophy and whether it matches your own personal Philosophy. Centre Philosophies can be viewed on each centres individual page on the BPA website.*

BPA is committed to the rights of all children to feel safe, and be safe at all times, including; promoting the cultural safety of Aboriginal children, of children from culturally and linguistically diverse backgrounds and the safety of children with a disability.

### **PLEASE NOTE:**

The above positions, sessions and hours are subject to change without notice.

BPA offer above award pay and conditions.

### **APPLICATION PROCESS**

If you are interested in the above position please refer to the **BPA website – [www.bpachildrenservices.com](http://www.bpachildrenservices.com) (Employment Opportunities)** to view the application process. Applicants are required to fill out an Expression of Interest form and relevant Questionnaire (ie. Kindergarten AGL/Teacher or Co-Educator) and return to BPA along with their current Resume.

If you do not meet the required criteria for the above position your application will not be accepted.

### **ADDRESS EXPRESSIONS OF INTEREST TO:**

Sarah O'Kelly  
Partnerships & Early Years Executive  
BPA Children's Services  
PO Box 215, SUNSHINE VIC 3020  
or via email at [info@bpachildrenservices.com](mailto:info@bpachildrenservices.com)

For further information please contact BPA on 9312-3689 during office hours (Monday to Friday, 9.00am – 3.00pm).