

# **BPA Children's Services**



## EMPLOYMENT OPPORTUNITIES QUESTIONNAIRE FOR CO-EDUCATOR

NAME: \_\_\_\_\_

Please return to BPA as soon as possible

**PHILOSOPHY**

Can you explain your personal philosophy in regards to Early Childhood?

**WORK EXPERIENCE**

Could you give us a short account of your work experience and why you have applied for the position?

What particular skills/qualities would you bring to the position?

**PROGRAMMING**

What is your understanding of the National Quality Framework?

What do you understand the role of the Co-Educator to be in contributing to the documentation of the program?

<p>How do you use the Principles &amp; Practices in the program? Give 2 - 3 examples.</p>	
<p>What do you think is the role of the teacher?</p>	
<b>WORKING WITH CHILDREN</b>	
<p>How do you see the role of Co-Educator when working with the children?</p>	
<p>What would you do if you suspected a child had a high temperature?</p>	

<p>Can you explain how you would work with a child (use the following or alternative anecdotes):</p> <ul style="list-style-type: none"><li>a. if you saw that child biting another child;</li><li>b. if while reading a story to a group of children a child dominates the group discouraging other children from participating?</li></ul>	
<p>How would you make sure that the environment ensured the health, safety and wellbeing of the children?</p>	
<p>What skills would you need when listening to a child? Please provide an example that demonstrates your listening skills.</p>	
<p>What would you consider as important when communicating with children?</p>	
<p>How would you ensure that children under your care were adequately supervised?</p>	

<p>Are you familiar with the Victorian Child Safe Standards?</p> <p>How do these Standards impact on you when you are working in a Children's Service?</p>	
<p>Have you completed "Mandatory Reporting" training?</p>	
<p>What do you know about the criminal offence of "<i>Failure to Protect</i>"?</p>	
<p>Have you ever made a report to Child Protection?</p> <p>If not, are you aware of the procedures you would follow leading up to a report and when making a report?</p>	
<b>WORKING WITH OTHER STAFF</b>	
<p>How do you see your role as relating to other staff in the service?</p>	
<p>How would you resolve differences between yourself and another staff member? Please provide an example of when you have had to deal with conflict and how you resolved it.</p>	

<p>If the teacher gave you a direction you did not wish to carry out, how would you deal with that situation?</p>	
<p>If you found communication with other staff members was difficult, what strategies would you use to improve it?</p>	
<p style="text-align: center;"><b>PARENTS AND BPA</b></p>	
<p>If a parent asks you about a child's welfare or development, what would you do?</p>	
<p>What do you think is the role of BPA?</p>	
<p>How would you interact with BPA?</p>	

**GENERAL**

Would you be willing to do a volunteer day at the centre?

It is a BPA expectation that staff attend monthly staff meetings which may be outside of normal working hours, do you have any objections to this?