

We are seeking a qualified **Playroom Coordinator/ Child Care Worker** Working in the **Virtual Residential Parenting Service (VRPS)** here at Carramar

Karitane is a dynamic and innovative not for profit organisation and registered charity providing early parenting services. We support families through building parenting capacity, enhancing parent child relationships and strengthen a family's connections with supports in their community.

We have been the leaders in parenting services since 1923 providing support and education on the unique challenges of parenting to parents with children from birth to 5 years of age. All services are evidence based and delivered by caring and highly trained professionals including child and family health nurses, paediatricians, social workers, psychologists and psychiatrists, offering complete holistic care.

Karitane is a family-friendly workplace with a strong and successful culture of success that reflects our values of innovation, excellence, respect and collaboration. We are a passionate and a highly engaged team making a difference to family's lives. We support each other and provide excellent professional development opportunities.

Come join our team and make a difference today!

POSITION:	Play Room Coordinator/Child Care Worker <u>Working in the Virtual Residential Parenting Service</u> Diploma in Childcare - Fixed term till 30 th June 2024
OPERATIONAL BASE:	Carramar
VACCINATION CATEGORY:	A – High risk
HOURS:	8 hours per week 9.30am -1.30pm Tuesday and Wednesday
RESPONSIBLE TO:	Director of Clinical Services through NUM Residential Unit

SUMMARY ROLE AND FUNCTION

- Karitane staff provide safe, effective, quality care consistent with the organisation's mission, philosophy, values and standards of care, and adhere to the Professional Code of Conduct.
- To work as a member of the Residential Unit team by providing an age appropriate play and education program for the children in residence.
- To provide child care services to facilitate parents to access parent education and group sessions throughout their Karitane stay.
- Participate in client data collection training and attend to data input as required

KEY SELECTION CRITERIA: (Each criteria must be addressed in your covering letter)

1. Diploma in Childcare, minimum two years' experience
2. Ability to work as part of a multidisciplinary team
3. Excellent communication skills both written and oral
4. Demonstrated awareness of age appropriate child development and play
5. Experience in planning programs and age appropriate play activities for ages 0-4years
6. Current First Aid Certificate

Desirable

1. Experience in working in a virtual playgroup or virtual model of care

CONDITIONS OF EMPLOYMENT

- Fixed, Part-time employment status in accordance with The Named NSW (Non-Declared) Affiliated Health Organisations' Health Employees Agreement.
- The majority of Karitane's services close for approximately two weeks over the Christmas/New Year period, during which time employees are required to take leave.
- Karitane supports a smoke free environment including grounds, buildings and vehicles.
- Applicants will have a commitment to EEO & WHS&R Policies, ethical practice and the principles of cultural diversity.
- Relevant Criminal History, Working with Children's Check, Apprehended Violence Orders and prior employment checks, including relevant disciplinary proceedings, will be conducted on recommended applicants.

A full position description detailing this role and what Karitane is about is in detail and can be viewed on the Karitane website under employment opportunities:

www.karitane.com.au

Benefits of a career at Karitane

- Dynamic team
- Innovative organisation
- That we are an accredited Family-friendly workplace
- Professional development, support and mentoring
- Opportunity to salary package up to \$16,050 tax free (as not-for-profit and registered charity)
- Additional leave, accrued day off once a month where applicable
- Encouraged to achieve your full potential
- Respected and recognised
- Flexible work practices where applicable and appropriate
- Meaningful work – that makes a difference

Please note: If you work in the NSW Public Health system and other Affiliated Health Organisations your accruals of leave and service can be transferred across to Karitane.

COVID-19 requirement:

All NSW Health workers are required to have been double vaccinated against COVID-19 or have an approved medical contraindication certificate. You will be required to provide a record of your COVID-19 vaccination status if you are successful to the role.

(Previous applicants need not re apply)

Enquiries and applications via email should be addressed to:

Suzanne Calman
Nurse Unit Manager
Carramar RU and Virtual Residential Parenting Service
Tel. (02) 9794 2317 Mob. 0430 553 019
Email: Suzanne.Calman@health.nsw.gov.au

Close date: Sunday 29 May 2022

The culture of Karitane is founded on our values of respect, innovation, collaboration and excellence.