

Position Description

HoL artisan-teacher

Hands on Learning (HoL) is an innovative school based program that uses a variety of practical projects to re-engage students in their education and with their school and community, increasing attendance and student achievement by building personal and social skills and supporting the different ways young people learn (handsonlearning.org.au).

HoL supports student across 7-10 in secondary schools, and across Years 5-6 in Primary Schools, and has been shown to significantly increase confidence, attendance, and retention of students. Participating students spend one full day each week as part of a HoL team where they participate in real and meaningful creative building projects that benefit the school and local community.

The program is long term and delivered in a cross-age supportive environment where role modeling, positive feedback and mentoring are found to be highly effective. As an in-school program, students remain connected with their academic-based curriculum the remaining four days of the week.

Schools running HoL are supported by Save the Children's School Support team, who provide regular training and ongoing support to HoL teams. As a result, HOL artisan-teachers work closely with the HoL School Support team as well as the school leadership to plan, design and implement HOL projects. The HOL artisan-teacher must have strong interpersonal skills to foster a learning environment that takes into account the individual needs of students.

The HOL artisan-teacher role also requires a reasonable level of competency in using computers for maintaining records and be able to work effectively as part of a team to support the management of student behaviour. This role requires the artisan -teachers to liaise with school support services such as the wellbeing team to support students to build pro-social skills and positive behaviours.

1. Position Objectives

- a. Supporting young people through the development of strong relationships that keep students connected to school and promote positive student behaviours.
- b. Development and delivery of real and meaningful HoL practical projects.
- c. Maintenance of appropriate records and collecting evidence to document student progress.
- d. The implementation of the fundamental elements of the HoL methodology to ensure the consistent delivery of a quality program.

2. Key Selection Criteria

- a. Experience and/or qualifications relevant to working with disengaged students.
- b. Demonstrated strong interpersonal communication skills.
- c. Demonstrated experience in working effectively in a team environment.
- d. Demonstrated capacity to deal with difficult behaviours and respond to the individual needs of students.
- e. Demonstrated capacity to plan and deliver construction based projects.
- f. Demonstrated ability to maintain detailed records.
- g. Demonstrated commitment to the HoL philosophy and fundamental elements of the methodology.

3. Specific Responsibilities

Responsibilities	Description
<i>Personal & Professional Development</i>	Attend regular HoL regional cluster & professional development meetings. Participate in performance review & respond appropriately to constructive feedback back
<i>Professional Service Delivery</i>	Act in a professional manner at all times when dealing with internal and external services. Maintain appropriate confidentiality - both organisationally and regarding students. Provide supervision to students maintaining safety and duty of care. Communicate in respectful and polite manner at all times. Following through with key tasks, maintaining focus on role and responsibility. Comply with the school and Departmental policy and procedures for programs and students.
<i>Administration and Documentation</i>	Ensure that all documentation is accurate and completed in a professional and timely manner. Complete HOL reports for students as required. Complete documentation connected to school procedures. Maintain accurate records and data on students. Attend regular school meetings.
<i>Technical Skills and Application</i>	Technical skills and knowledge of applied learning principles relevant to HOL delivery. High-level interpersonal skills to actively mentor and support disengaged students to engage with the learning process. Professional communication with key school staff on student progress. Implement school systems to support appropriate identification of students for HOL. Demonstrate technical building skills to students. Model respectful teacher / student relationships as part of Unqualified Positive Regard. Implementation and communication of focus plans to the wider school community. Working with key school staff to conduct an intake process.
<i>Team Work and Communication</i>	Open and timely communication in order to provide clear detailed information to the HOL team and the wider school community. Open communication as part of teamwork and collaborative work practices. Plan & organise time so that HoL program delivery is prioritised over other tasks. Lead HoL participant teams of students in successful completion of tasks.
<i>Continuous Improvement</i>	Participate in OH&S activities to ensure safe work environment. Completion of formal accredited Departmental training. Completion of relevant OH&S certification.

4. Accountability

The HoL artisan-teacher is employed by the school to deliver the HoL program and is subject to Department of Education and Training employment conditions and work expectations and must have a current Working with Children Check. The school Principal will nominate a supervisor to whom the HoL staff are directly accountable to, with day-to-day running of HoL being supervised and monitored by student wellbeing co-ordinators (or similar).

HOL artisan-teachers are expected to maintain contact with Save the Children's HoL School Support team, and actively participate in activities organised by the HoL School Support team, as part of the ongoing partnership between the school and Save the Children. The HoL School Support team offers advice, professional development, and other support to HoL artisan-teachers, along with regular progress reports to the Principal to maintain clear and transparent accountability to HoL schools.