

WELL Western Enrichment Learning Lab



POSITION DESCRIPTION

Casual Workshop Instructor

AWARD:	Miscellaneous Award [MA000104]
CLASSIFICATION:	Level 3
POSITION TITLE:	Casual Workshop Instructor
REPORTS TO:	Director

DUTIES:

- lead a group of students in workshop activities;
- prepare workshop materials and equipment and pack up after workshops;
- maintain workshop materials and equipment;
- record attendance of students;
- liaise with parents on site as required;
- assist in the development of workshop courses;
- maintain a Child-Safe Child-Friendly environment;
- ensure general safety, tidiness and cleanliness of workshop venue;
- other duties as requested by the Director.

ESSENTIAL CRITERIA:

- current WWCC Clearance for paid employment;
- commitment to *Western Enrichment Learning Lab's Values*;
- qualifications in school teaching or a STEM related field (or currently studying);
- experience with robotics and/or coding;
- experience working with school-aged children;
- familiarity with Windows and Chrome OS;
- enthusiasm for learning;
- high level teamwork skills;
- excellent personal presentation and interpersonal communication.

DESIRABLE CRITERIA:

- experience with LEGO Education products;
- current first aid qualifications.

October 2024

WELL

Western
Enrichment
Learning Lab



OUR VALUES

At Western Enrichment Learning Lab, our use of the acronym WELL is not just a way to abbreviate our name - it describes how we want all the participants in our programs to learn: we want them to **learn well**.

Underpinning all our programs are our values and core beliefs that work together to engage children and young people in their learning and enable them to learn well:

1. have **passion** for learning
2. inspire **curiosity**
3. encourage **teamwork**
4. live with **integrity**
5. show **kindness** to others
6. care for your **environment**
7. make learning **real**