



Position description – Rainbow Playgroup Facilitator

Castlemaine Community House (CCH) is one of 400 community houses in Victoria. Also called neighbourhood houses and learning centres, these local organisations provide social, educational and recreational activities for their communities in a welcoming environment.

CCH operates out of several sites, with a head office in the township of Castlemaine. It is staffed by both paid and voluntary workers and encourages the participation of all members of the community. More than 300 people attend programs and activities at the house including:

1. Pre-accredited training
2. A range of community development programs and activities
3. Centrelink and Medicare agent
4. No Interest Loans Scheme
5. Public Internet Access Program

Principles and practices

CCH works in a community development framework, encouraging change and growth to improve the social, environmental and cultural infrastructures within the local community and individuals. CCH seeks to be inclusive and supportive of people from diverse background and varying abilities via our committed to:

1. Social justice and democracy at all levels
2. Progressing environmental issues
3. Lifelong learning
4. Developing programs to meet the needs of the isolated and marginalised.

All staff, volunteers and management are bound by the following statement of values:

1. Respect:

We value the inherent dignity and equality of all people regardless of their circumstances.

2. Justice:

We value equality of opportunity, social inclusion and consistency of outcome for all.

3. Commitment:

We value our responsibility to the community and the environment in line with our Mission and Vision.

4. Integrity:

We value consistency between word and deed.

5. Accountability

We value the acceptance of personal responsibility.

6. Co-operation:

We value working together towards our goals.



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Position details

Position title: Rainbow Playgroup Facilitator

Reports to: CCH Manager

Supervises: No reporting staff

Hours:

- Wednesday mornings 2.5 hours (includes 90 minute playgroup session plus setup and pack away).
- Wednesday 1 June to Wednesday 15 December
- Additional 3 hours planning per term X 3 terms = 9 hours planning time
- 29 weeks x 2.5 hours per week + 9 hours planning time = 81.5 hours employment total

Term:

- Casual role \$33.32 per hour over 30 weeks
- Children's Services Employees July 2021 Effective from the first full pay period on or after 1 July 2021 NHACE Agreements 2007-2018

Overview:

Traditionally, playgroups provide opportunities for families to develop parenting skills and confidence to support their children's development in a play-based environment, providing social opportunities and support for children and families alike. In a Rainbow Playgroup, there's the additional provision of a safe space for queer parents to express their gender, sexuality, family structure, birthing choices, parenting choices, etc. without fear of judgement or need for explanation. Rainbow playgroups can be an important connection for families who feel isolated from their community during the early parenting years.

We are seeking a dynamic, energetic and enthusiastic person to join our team at Castlemaine Community House. This position is responsible for delivering a playgroup for LGBTIQ parents and their children aged birth up until primary school, including connecting families with each other and the wider community. It requires a confident and decisive individual able to make decisions and manage competing demands on time in an effective and timely manner. Critical to this role is the ability to develop relationships with families and provide a warm, welcoming environment for all.

External critical friends to this role are the Early Years Project Officer from Council and the LGBTIQ+ Community Engagement Officer from CHIRP who can assist with resourcing the playgroup, planning, and developing referral pathways for families who require support. The Playgroup Facilitator is expected to model and support developmentally appropriate play experiences and parent/child interactions as well as link families into relevant early years services, community events and other community services such as libraries.



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Key Selection Criteria

1. Demonstrated experience in modelling and supporting developmentally appropriate play experiences and parent/child interactions.
2. Appropriate tertiary qualifications (or working towards) in early childhood education and care services, social work or equivalent at Diploma level or above.
3. Understanding of the specific issues LGBTIQ parents face in the community and in raising their children and strategies to support them.
4. Knowledge of group work and the ability to identify and address conflict and engage participants.
5. Knowledge of child development, family functioning and frameworks that underpin early years' service delivery.
6. Highly developed oral and written communication skills and ability to communicate effectively with a wide range of individuals. Experience in prioritising and managing own workload.
7. Demonstrated team player.
8. This position requires a Working with Children Check.
9. Under current health directions, all staff working in specific industries and/or positions need to provide proof of vaccination against COVID-19.

Position Objectives

Create an inclusive space for Rainbow Families with children from 0 – 5 years of age.

Key Responsibilities

- The weekly delivery, resourcing and evaluation of Rainbow playgroup on Wednesday mornings.
- Planning and setting up play experiences responsive to the families' needs.
- Collecting and collating attendance data.
- Providing input towards ongoing planning, development and implementation of the playgroup.
- Responding in a timely and appropriate way to group dynamics and individual issues.
- Working independently and showing high levels of initiative.
- Maintaining professionalism, integrity and confidentiality.
- Working co-operatively with a range of individuals e.g. families, council staff, community service organisations.
- Modelling and support quality parent child/interactions.
- Providing developmentally appropriate play experiences that promote learning.
- Lifting and lowering materials and pushing, pulling and lifting, e.g. setting up for the program, lifting materials, pulling or pushing toys trunk, plus some outdoor play in varying temperatures.
- Working cooperatively as a team member and to contribute to team cohesion and effectiveness.
- Discussing and resolving problems.
- Communicating respectfully and effectively with families, including via social media.