



WE'RE HIRING.

Head Trainer, Early Childhood Education and Care

About us

4Life College is a part of the Australian Learning Group and has been providing quality Vocational Education Training (VET) courses to both international and domestic students for more than a decade. We are committed to high class learning experience to students from all over the world.

About the role

As our Head Trainer for Early Childhood Education and Care you will be responsible for leading the ALG Early Childhood Education and Care course offering across all ALG campuses. This role has been created due to recent growth in this area and a focussed, experienced leader is needed to help support our continued growth. In this role, you will ensure high standards of operations for ALG Early Childhood Education and Care courses by ensuring our courses meet the Australian Quality and Standards Agency (ASQA) requirements for vocational education by undertaking a variety of tasks such as:

- Have ownership for the ECEC courses and regularly review and maintain / update course curriculum and assessments.
- Plan and manage the launch of ALG ECEC course offering in ALG's interstate campuses.
- Regularly review, assess and provide feedback to ECEC lead and classroom teachers nationally.
- Identifying the various needs of students and creating effective learning options to meet these needs.
- Establish and maintain relationships with host companies for ECEC students to undertake their work-placements.
- Managing the planning, designing and developing of course curriculum and method of instruction including, but not limited to, classroom notes, distance education notes, marking guides and instructional aids.
- Overseeing Trainers delivery of content and ensuring there is consistency across all course curriculum and method of instruction.

- Teaching students using teaching aids including presentation of lesson materials, discussions, workshops, laboratory sessions, multimedia aids and computer tutorials.
- Providing regular management reporting of results.
- Continuous personal development as required in order to develop new qualifications or courses.
- Facilitating and managing projects within strict timelines.

Is this you? Our Head Trainers must have the following key selection criteria:

- A strong passion for the Childcare Industry.
- Solid interpersonal skills and the ability to lead a team.
- Strong people management skills.
- The proven ability to deliver training to groups.
- Results orientated go-getter
- Organisational and time management skills.
- Ability to work under pressure, use ones initiative and remain calm in stressful situations
- Demonstrated understanding of vocational education principles, student services and reporting requirements
- Proven ability to manage projects and to establish and work within strict timelines

VET experience

- 3+ years management experience in the vocational sector
- 4+ years of experience as a Trainer and Assessor

Education

- Bachelor of Education (Early Childhood) or equivalent
- Certificate IV in Training and Assessment TAE40110 / 40116

Be a part of our Team

This role will be based in our new Sydney campus in the heart of Sydney CBD. This is an exciting time to be joining the group. As the College continues to expand, there will be opportunities to progress your career in the campus you join and interstate.

If you feel that you have the required skills and knowledge to be part of our team, send your CV with a cover letter which specifically addresses each of the Key Selection Criteria to Kelly.skiba@alg.edu.au

Please note: Due to the number of anticipated responses, only those candidates who are shortlisted will be contacted.



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