

Position Description

Project Officer, Languages

Why work with us

Every child and young person deserves a great education.

We have a strategy that aims to unlock every child's potential now and into the future, one that in partnership with learners, students, parents and the wider South Australian community will build a world-leading public education system. One that is equitable and prioritises learning and wellbeing.

Together we will make our education system the best it can be.

When our children and young people thrive, so do our communities and our state.

Our values

We are part of the South Australian public sector and share the values of:

							
SERVICE	PROFESSIONALISM	TRUST	RESPECT	COLLABORATION & ENGAGEMENT	HONESTY & INTEGRITY	COURAGE & TENACITY	SUSTAINABILITY
We proudly service the community and the South Australian Government.	We strive for excellence.	We have the confidence in the ability of others.	We value every individual.	We create solutions together.	We act truthfully, consistently, and fairly.	We never give up.	We work to get the best results for current and future generations of South Australians.

About this role

The Project Officer, Languages works across the department and with external partners to promote the value of language learning at system and site levels, with a focus on improving the learner experience for engagement and retention in language curriculum pathways.

The Project Officer collaborates on initiatives that support delivery of improved and sustainable language programs in schools, facilitating practice networks and professional learning to activate the new SA Curriculum for public schools.

The Project Officer leads data innovation and management in building system connection and cohesion for Languages education, supporting schools to make informed strategic decisions that align to the purpose and strategy for public education.



Position title	Project Officer, Languages
Classification	STL3
Division	Curriculum and Learning
Directorate	Curriculum
Location	Education Support Hub, Hindmarsh
Reports to	Program Manager, Languages
Direct reports	Nil
Role description date	August 2026

What you will do (key outcomes)

1. Promote systemwide shared understanding of the purpose and value of Languages education and provide advice and support to schools for implementation of the SA Curriculum in local contexts, aligned with the strategy for public education.
2. Provide high quality evidence-informed advice to guide and influence the development, implementation, monitoring and evaluation of languages programs, policies and practices that lead to preschool and school improvement across the state, in line with national and international developments.
3. Collaborate with colleagues and external partners to design, implement and review initiatives that build site and system capability to support engagement and retention in Languages learning, drawing on contemporary professional learning practices that integrate emerging technologies.
4. Plan, prioritise, and undertake internal and external stakeholder consultation, including managing and summarising information and data to inform responsive, thorough, and consistent policy advice to drive department change and determine ways forward for learner improvement.
5. Advocate and collaborate with sensitivity to ensure effective working relationships with policy and intergovernmental networks, curriculum stakeholders and education authorities locally and nationally.
6. Monitor and report on participation and achievement of Languages learners R-12 through continual refinement of data processes, and enhance team data capability, working with others to generate and manage Languages information responsibly and effectively for internal and external purposes.
7. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

- **Curriculum leadership:** Demonstrated experience in providing leadership through extensive knowledge and understanding of the South Australian Curriculum, Australian Curriculum: Languages, SACE and the teaching, learning, assessment, and reporting practices relevant to the different levels of schooling.
- **Interpersonal skills:** High level personal, social and intercultural capabilities, modelling flexibility, resilience and openness to change.

- **Communication:** Proven ability to use high-level oral, written and digital skills in politically sensitive environments to sustain productive working relationships with a diverse range of stakeholders.
- **Autonomy:** Demonstrated ability to take initiative and work in a highly autonomous and collaborative manner to prioritise challenging workloads and achieve milestones.
- **System thinking:** Application of strategic and curriculum priorities in solution focussed, divergent ways that are responsive to local contexts.
- **Data intelligence:** Implementation including collection, integration and analysis of education data, and support for others in data literacy.
- **Work Health and Safety:** Demonstrated knowledge and commitment to promoting and creating a safe and inclusive work environment, and the legislative requirements of Equal Opportunity and Work Health and Safety legislation.

Who you will work with (key relationships)

Direct working relationship

Reports to Program Manager, Languages

Internal working relationships

Works closely with officers within directorate and across divisions

Works and consults with leaders, teachers, local education teams

External working relationships

Works and consults with key partners and stakeholders in the community, other state education authorities, non-government education sectors, professional associations, interstate education jurisdictions and organisations, tertiary sector.

Eligibility

Applicants must be either currently registered or able to be registered to teach in South Australia. If not permanent with the Education Department, applicants must meet the department's minimum employment requirements before taking up an appointment.

Minimum departmental employment requirements for teachers include recognised teaching qualifications and registration as a teacher in South Australia and, in addition, for all applicants who are not permanent with the department will include an active on-line application in the Employable Teacher Register (ETR), a cleared Education Department Employment Declaration, Australian residency or current work permit, Reporting Abuse and Neglect training (previously known as Mandatory Notification), and an approved First Aid Certificate.

At the conclusion of a term of appointment:

- permanent Education Department employees will be placed according to the terms of their substantive appointment and the policies in operation at the time
- employees originally from other public sector organisations with a right of return, will be managed according to the provisions of the Public Sector Act 2009 (SA) and any applicable public sector determination or policies
- applicants who are not permanent employees of the department do not hold placement rights with the Department for Education at the conclusion of the appointment.

Corporate responsibilities	Special conditions
Keep accurate and complete records Act appropriately in line with the Public Sector Code of Ethics at all times Support diversity and promote an inclusive workplace for everyone Maintain a commitment to Work Health and Safety legislative requirements	You may need a current driver's license and be willing to drive You may be asked to work out of hours You may need to travel within or outside South Australia You need to achieve mutually agreed performance goals

Assessed by: Tegan Palamaris, Advisor People and Culture		Approved by: Thomas Harvey Assistant Director, Curriculum Development	
Date: August, 2026		Date: August, 2026	

