

Position Description

Numeracy Check Officer

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 Numeracy Check Officer leads the ongoing professional learning, policy advice, resource development and direction to schools in relation to the Year 1 Numeracy Check. This includes the relationship between the Check and complementary numeracy and mathematics initiatives in the context of, the Strategy for Public Education and broader system priorities and initiatives.

This includes effectively meeting the needs of teachers and leaders in relation to activating the Areas of Impact and exploring and implementing the SA Curriculum in mathematics and numeracy across the curriculum whilst modelling and promoting the Guiding Principles of the Strategy.

Position title	Numeracy Check Officer
Classification	STL3
Division	Curriculum and Learning
Directorate	Curriculum – Maths and Numeracy



Location	Education Support Hub, 8 Milner Street, Hindmarsh
Reports to	Program Manager, Mathematics and Numeracy
Direct reports	Nil
Role description date	September 2026

What you will do (key outcomes)

1. Co-design, plan, facilitate and evaluate professional learning that builds system capability in the design of impactful numeracy learning and assessment.
2. Guiding and supporting teachers of numeracy in the early years of school to develop intervention strategies to support students requiring additional support in number sense and those requiring further extension in the development of numeracy strategies.
3. Design effective, contemporary on-line and face-to-face learning in response to Numeracy Check assessment data that enables impactful implementation of all components of the SA Curriculum: mathematics and supports the effective activation of the Areas of Impact within the Strategy for Public Education.
4. Improve student numeracy learning experiences and outcomes by contributing to the development of strategies to build statewide capability in effective teaching and learning of early number sense.
5. Consult with other teaching and learning directorates to provide consistent and aligned system messaging about early years of primary numeracy learning and the role of the Numeracy Check in relation to the Areas of Impact, the SA Curriculum and the connections to the Early Years Learning Framework (EYLF) 2.0.
6. Engage and work collaboratively with site leaders and school-based teachers to design, trial and evaluate numeracy research, timely connected initiatives, and policy, to build systemic learner improvement.
7. Manage stakeholder engagement and communication strategies to maintain strong professional networks across the department in a diverse and a highly sensitive environment.
8. Effectively use online and blended professional learning to reach all SA teachers and leaders of numeracy learning in the early years of school.
9. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

- **Collaborative leadership:** Experience as an educational leader with a successful ability to actively contribute to a dynamic, collaborative team to achieve high quality outcomes and meet deadlines, including dealing with competing demands in a complex environment.
- **Research and evaluation:** Experience in translating research to practice, to guide the planning, development, implementation and evaluation of effective mathematics/numeracy curriculum and professional learning programs that are focused on improving outcomes for students.

- **Curriculum knowledge:** Sound knowledge of numeracy/mathematics pedagogy and content knowledge in the early years of school.
- **Curriculum leadership:** Experience in providing strategic and coherent curriculum leadership that improves teaching and learning for early primary years learners.
- **Communication:** Proven high-level oral and written communication, consultation, negotiation and interpersonal skills; ability to exhibit political and cultural sensitivity and present complex information in a manner that promotes the priorities of the department.
- **Work Health and Safety:** Demonstrated knowledge and commitment to promoting and creating a safe and inclusive work environment, and the requirements of Equal Opportunity and Work Health and Safety legislation.

Who you will work with (key relationships)

Direct working relationship:

- Reports to the Program Manager, Mathematics and Numeracy

Internal Working Relationships:

- Works closely with Assistant Director, Mathematics and Numeracy
- Collaborates with a team of policy managers and project officers
- Works closely with leaders and officers across Curriculum and Learning divisions
- Works closely with and supports site leaders.

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 will 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: Valentina Lopez People and Culture Advisor		Approved by: Denisa Squire, Assistant Director, English and Literacy	
Date: September, 2026		Date: September, 2026	

