Position Description

Inclusive Support and Advice Advisor

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 Inclusive Teaching and Learning Directorate leads department disability reform including best practice advice regarding inclusive education, personalised teaching and learning and personalised pedagogies and interventions.

The directorate also takes the lead in the provision of special options, specialised programs, Inclusive Education Support Program (IESP) funding program, Nationally Consistent Collection of Data (NCCD), Transport Assistance Program and the professional development and contributions to building workforce capabilities so that outcomes for students with disability and functional needs are continually improved.

The Advisor is part of the team responsible for engaging with SA government preschools and/schools to build capability around effective whole site inclusive planning for students with disability.

Position title	Inclusive Support and Advice Advisor
Classification	S121-2
Division	Support and Inclusion Division
Directorate	Inclusive Teaching and Learning
Location	31 Flinders Street, Adelaide, with flexible working arrangements available
Reports to	Inclusive Support and Advice Lead
Direct reports	Nil
Role description date	Sept 2024

What you will do (key outcomes)

1. Provide direction, quality advice and support to assist schools and preschools in planning and implementing effective inclusion practices to meet the needs of children and students with disability.
2. Prepare reports and briefings for senior officers and other departmental personnel on the status and progress of implementation and reporting of disability policy and legislation programs and services. This includes forward planning and anticipation of future needs through the use of data analysis and support to inform site decision making, use of funding to implement interventions and track/ monitor impact of approaches.
3. Continually improve, capture and report on changes in sites practices following provision of Inclusive Planning capability building support.
4. Provide specialised expertise that contributes to the delivery of strategic objectives for the Inclusive Support and Advice team and wider Inclusive Teaching and Learning directorate specifically the design and implementation of ongoing reform within the Support and Inclusion Division.
5. Communicate and influence site leaders to adjust site practices related to the identification and provision of modifications and interventions for students with disability, use of data to inform decision making for utilisation of resourcing and developing plans for whole site development for inclusive education practices and improved student outcomes.
6. Facilitate statewide training on disability funding policies and ensure understanding of reforms to support inclusion.
7. Provide high level advice, implement capacity building approaches and influence effective communication with key stakeholders to adapt approaches to suit individual differences whilst not compromising on service delivery outcomes.
8. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

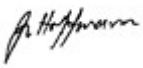
- Proven ability to provide leadership and expert advice in relation to inclusive education practices, including use of data to inform decision making for interventions and whole site approaches to improve outcomes for students with disability
- Demonstrated successful experience in the application of current evidence and advice for improved outcomes for students with disability
- Proven ability and experience to influence a change of practice through capacity building approaches and to use responsive and strategic processes to engage and network with a diverse range of people at various levels of responsibility within government and non-government agencies, at state and national levels, and with external stakeholders and service providers particularly in sensitive environments.
- Demonstrated high level interpersonal and written and verbal communication skills that develop and maintain constructive and effective working relationships with a diverse range of stakeholders and operate as part of a larger team
- Demonstrated ability to work in a sensitive environment with change priorities that requires adaptability and flexibility to achieve desired outcomes.
- Demonstrated ability to identify risks and develop mitigation strategies to ensure policies and systems operate effectively.
- Demonstrated ability to implement and report on disability policy and legislation. This includes the Disability Discrimination Act 1992, Disability Standards for Education (2005) and the Disability Inclusion Act 2018 and ensuring departmental compliance in all policies, practices, and reporting requirements (such as the Nationally Consistent Collection of Data for students with disability).
- 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. Values individual diversity and models this in all interactions.

Who you will work with (key relationships)	Qualifications
Direct working relationship • Manager Inclusive Support and Advice • Works closely with Assistant Director, Disability, Policy and Operations • Works closely with other staff within the Inclusive Teaching and Learning Directorate and the Support and Inclusion Division Internal Working Relationships • Staff at all levels across the schooling sector • Data Management and Information Systems Unit • Budget and Finance directorate • Preschools, Schools and Partnerships, Local Education Teams	Essential: A tertiary qualification in education or equivalent experience. Desirable: Relevant post graduate qualifications in the field of psychology/disability/special education/developmental education and/or project management experience.

• Student Support Services directorate **External working relationships** • External organisations and stakeholder groups as needed	

Eligibility
Appointments made under section 121 of the *Education and Children's Services Act 2019* may provide health, social or other non-education services to schools, preschools and children's services centres. Positions will require the application of specialist education related skills and knowledge required for managing education programs, or administration of education standards requiring specific knowledge of site functions and operations.

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 You must have a current Working with Children Check You must do Responding to Risks of Harm, Abuse and Neglect – Education and Care training You must be an Australian resident or provide evidence you have a current work permit

Assessed by: Jayne Hoffmann People and Culture Consultant		**Approved by:** Rhoni McFarlane, Director, Inclusive Teaching and Learning	
Date: Sept 2024		**Date:** Sept 2024	