

## VOLUNTEER ETHICS TEACHER

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### POSITION DESCRIPTION

Ethics teachers prepare and deliver approved Primary Ethics lesson materials to a class of between 8 and 22 students at their local (or nominated) school each week. Classes are discussion-based, with ethics teacher as facilitator, and are designed to assist students in learning lifelong skills such as listening to each other's ideas, expressing their own opinion, thinking critically and making well-reasoned decisions.

**Hours:** up to 2 hours per week for approximately 35 weeks of the year during school term. Of this, approximately 30 minutes will be lesson delivery and the rest is preparation and travel (please note a minority of schools have lessons of between 30 minutes and 1 hour). We ask if possible that you commit to teach for at least one year to ensure continuity for the school and students.

**Location:** Lesson preparation takes place at home and lesson delivery is at your selected school.

#### Role and responsibilities

1. Prepare weekly lessons using the approved lesson materials developed by Primary Ethics, eg:
  - Read through the lesson materials and background notes
  - Print lesson materials and resources (eg illustrations for a story, photos)
2. Facilitate weekly classes with between 8 and 22 students (training provided):
  - Create a safe learning environment
  - Manage classroom behavior
  - Deliver lesson materials in accordance with training
  - Facilitate discussion around topics
3. Complete and keep training and child safety requirements up to date:
  - Complete initial training which includes online modules and a 2 day face-to-face workshop
  - Obtain a National Crime Check and a Working with Children Check
  - Complete annual child protection and other ongoing training as required
  - Liaise with the Classroom Support Team to help you grow and develop in the role
4. Understand and apply Primary Ethics and Department of Education policies to ensure the safety of children and the quality of the program. This includes:
  - Reading all communications from Primary Ethics (such as monthly volunteer bulletin emails) and keeping abreast of policy developments
  - Participating in yearly class and waitlist data project as required
  - Communicating with your Primary Ethics manager if you have any questions or concerns

### Requirements

This role will suit you if you:

- Enjoy working with young people
- Have a strong interest in learning and willingness to acquire and apply new skills
- Are a confident computer user with access to a printer, email and the internet
- Can reliably commit to delivering a weekly ethics class at your nominated school
- Are an Australian citizen or permanent resident
- Speak English as your main language, or can demonstrate an English language proficiency that enables you to teach and interact effectively and confidently in a NSW school (equivalent to an IELTS level of 7 or above).

### Support and management

Primary Ethics will provide you with training on how to deliver ethics classes and access to resources. As an ethics teacher you will report to the volunteer ethics coordinator of your school, who can answer your questions and offer guidance on many matters, and/or a regional manager. Volunteering managers are also based, along with a small team of other supportive staff, in our Sydney office, and can be contacted at the Primary Ethics office between 9am-5pm, 5 days a week for any additional assistance.

### Selection Criteria

In determining your suitability for the role, Primary Ethics will consider:

- How well you can meet the responsibilities and requirements for the role
- Your willingness to adhere to program requirements to ensure class quality and child protection
- Your availability for the duration and frequency required by the role
- Any matters which may impact the integrity of Primary Ethics' program or its reputation
- Your commitment to helping students develop a lifelong capacity for ethical reflection and critical thinking.

Please note, all applicants are required to submit a criminal history check. Applicants with a criminal history involving minors, violence, sexual assault/indecency, fraud, or serious drug related matters are not eligible for a volunteering role with Primary Ethics.

For further information on this role, please contact the Primary Ethics office on (02) 8068 7752 or email [info@primaryethics.com.au](mailto:info@primaryethics.com.au)

To apply, visit [primaryethics.com.au/volunteer](http://primaryethics.com.au/volunteer).