

VOLUNTEER ETHICS TEACHER

POSITION DESCRIPTION

Do something life-changing and become a volunteer ethics teacher. You'll be rewarded with a unique development opportunity while helping children develop important skills for life.

If you have a rapport with children, an interest in learning and are available to run a short lesson at a set time each week of the school year, then ethics teaching may well be the volunteer opportunity for you.

Overview:

Ethics teachers prepare and deliver approved Primary Ethics lesson materials to a class of between 8 and 22 students at their local school each week.

Lessons 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 and making well-reasoned decisions.

Hours:

This role requires 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 preparation and travel (a minority of schools have lessons of between 30 minutes and 1 hour). Consistency is very important for students and schools, so volunteers need to be able to teach each week, barring brief planned absences or exceptional circumstances.

Location:

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

Role and responsibilities

1. Prepare for your weekly lesson using the approved lesson materials developed by Primary Ethics:
 - Monitor and manage your lesson schedule using our online volunteer portal EVIE
 - Read through the lesson materials and background notes
 - Print lesson materials and resources. If you print materials on a home printer this may be ~50c per lesson (less if you read the lesson script from

an electronic device and print only images and handouts). Printing all the materials at Officeworks it could be ~\$5 per lesson.

2. Facilitate weekly lessons 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
 - Complete the brief (30-second) weekly post-lesson report each week to confirm the number of students in attendance and that you taught the lesson.

3. Complete initial, annual compliance and other ongoing training as required:
 - Initial training (18 hours total) consists of online self-paced e-learning modules plus **either** a 2-day trainer-led in-person workshop **or** 4 x 2.5-hour trainer-led Zoom workshop
 - Annual child protection training (about 1 hour each year)
 - You will also occasionally liaise with the Classroom Support Team who will 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
 - Communicating with your Primary Ethics manager if you or they 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. This includes navigating websites, downloading lesson materials, completing e-learning modules, attending trainer-led Zoom workshops
- Can reliably commit to delivering a weekly ethics lessons
- Be confident reading, speaking and listening in English (we require proficiency equivalent to IELTS Band 7 or above).

If you are not an Australian citizen or permanent resident, you will be asked for additional documentation in order for us to approve your application.

Support and management

Primary Ethics will provide you with training and access to resources. As an ethics teacher you will report to the volunteer ethics coordinator at your school. They can answer your questions and offer guidance and support and they in turn have the support of your local regional or area manager.

Managers and support staff can also be contacted in our Sydney office from 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 children develop a lifelong capacity for ethical reflection and critical thinking.

Please note, all applicants are required to obtain a Working with Children Check (WWCC) and a National Police Check (NPC) using the link we provide. 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.

If you have any further questions, please contact the Primary Ethics office on (02) 8068 7752 or email helpdesk@primaryethics.com.au.

To apply, visit primaryethics.com.au/volunteer.