



First Nations Education Officer

Position Overview

Reporting to the Director of Identity, the First Nations Education Officer works with and supports Aboriginal and Torres Strait Island students and families to deliver effective academic outcomes. The First Nations Education Officer works in collaboration with and under the direction of classroom teachers to support the learning, teaching and wellbeing of First Nations students.

The key responsibilities of the First Nations Education Officer includes but are not limited to the following:

- Working directly with First Nations students to provide support in classrooms across all KLAs.
- In collaboration with the Director of Identity, assist Pastoral Care Teams, Heads of Department (HoDs) and teachers to understand specific needs of First Nations students and their families.
- In collaboration with teachers, develop and review personalised learning plans for First Nations students.
- Focusing on academic care, maintain regular communication with First Nations students, their parents/families, mentors and local community elders, including meetings with external persons and parents/carers of First Nations students as required.
- Undertake required tasks to report on educational outcomes for First Nations students as required.
- Develop and support Student Leadership opportunities for the First Nations students, including through managing the Student Representative Council (SRC) Prefecture.
- Support First Nations students to engage with cultural activities and the local First Nations community.
- Maintaining records of day to day support that is provided to First Nations students.
- In collaboration with the Director of Identity, facilitate participation in UOW and other University programs.
- In collaboration with the Director of Identity, coordinate effective mentoring program/s with an emphasis on improving academic outcomes for First Nations students.
- Providing support for First Nations students on work placements.
- Attend co-curricular and extracurricular activities as required to provide the necessary support for First Nations students.
- Accompanying First Nation students on excursions or camps as required.
- Assisting First Nations students with travel training programs as required.
- Supervising First Nations students in the playground when required.
- Attending professional development and training as required by the College.
- Attending staff and faculty meetings as required.
- Undertake any other duties as directed by the Principal or Director of Identity.

(Reviewed: February 2025)