



ST. JOSEPH'S Flexible Learning Centre

A Catholic School in the Edmund Rice Education Tradition

ABN: 32 525 803 013



ICT Support Officer- BlendED

St Joseph's Flexible Learning Centre, works with young people who are disengaged from mainstream education with the aim of re-engaging them in creative, meaningful and intentional learning. Our schools work with young people through a trauma informed approach respectful to the educational needs of each learner.

BlendED, is a new and innovative online engagement and 7-10 curriculum program that seeks to address the complex needs that young people face when they are struggling to engage outside of the home or with community or education.

This role provides Level 1 and 2 ICT Support primarily to staff and young people at St Joseph's Flexible Learning Centre BlendED program via telephone, remote access and in-person, as required by organisational needs under the direction of the Principal or their delegate. As this position is a member of the ICT Services team, the appointee will also report to the ICT Services Manager for ICT policy, procedures, and technical escalation. This an entry-level position, mentors will guide you as you build your knowledge of ICT and our systems. This role might require travel to other campuses when needed.

The Role:

- We are looking for a full time ICT Support Officer to join our team, working at our North Melbourne campus.
- You will be employed on an ongoing basis, commencing ASAP, and will be employed under the Victorian Catholic Education Multi Enterprise Agreement 2018.

You will need:

- Ability to commit to and work within our Operating Principles; **Respect, Participation, Safe and Legal and Honesty.**
- Tertiary Qualification in ICT, a related discipline, or equivalent work experience
- 1 Year of experience in a similar role is highly regarded
- Ability to obtain a Working with Children Check
- Be willing to support young people and our team members to reach their potential

Aboriginal and Torres Strait Islander People are encouraged to apply, we are an Equal Opportunity Employer and value diversity.

To Apply:

Please visit our website, learn about our work, and review the position information in Employment Opportunities at www.ereafsn.edu.au. Forward your application to nanonaglerecruitment@ereafsn.edu.au and include:

- A letter of introduction and a response to the selection criteria;
- A current curriculum vitae outlining previous experience and skills;
- Two referees (including contact details). Please include a referee from current or most recent place of employment.

NORTH MELBOURNE CAMPUS

385 Queensberry Street,
North Melbourne VIC 3051
Phone: 03 9269 6900
NorthMelbourneAdmin@ereafsn.edu.au

GEELONG CAMPUS

131 Torquay Road,
Grovedale VIC 3216
Phone: 03 5201 8090
geelong.flc@ereafsn.edu.au

COLAC CAMPUS

174 Hearn Street,
Colac VIC 3250
Phone: 03 5297 1810
colac.flc@ereafsn.edu.au



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For further information contact: Saqib Nawaz on 0426 807 400.

Applications will be considered as they are received.

Nano Nagle Network Flexible Learning Centres are a Catholic School in the Edmund Rice tradition and are recognised as a leading organisation for the provision of educational and social inclusion programs for disenfranchised young people.

All applicants will be subject to EREA and legislative screening procedures. These checks are consistent with EREA's commitment to child protection policies and procedures. Edmund Rice Education Australia is committed to ensuring the safety, wellbeing and dignity of all children and young people. Please review the Information Collection Notice on our website for details about how we manage your employment application information.

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