

## JOB VACANCY: ECEC Trainer and Assessor

### About Charter Australia

Charter Australia is a respected provider of vocational education and training services, known for our ethical practices and high standards. Established in 2005, Charter Australia (RTO ID 41038) has evolved into a specialist training company in Early Childhood Education, Health and Community Services and ELICOS in medical English (CRICOS Provider Code: 03417F). We are dedicated to delivering top-quality training programmes and fostering the continuous professional development of our staff.

### About the Role

We are currently seeking an ECEC Trainer and Assessor to join our team in North Sydney.

In this sessional role, you will deliver teaching for the CHC30121 Certificate III in Early Childhood Education and Care through face-to-face and/or online classes. In addition, you will visit students during their work placements to monitor progress, assess practical skills, and provide constructive feedback based on their workplace performance.

### Key Responsibilities

- Deliver classes through face-to-face and/or online teaching
- Conduct workplace visits while students are on placement
- Monitor and document student progress
- Assess practical skills and mark placement-related assessment tasks
- Provide feedback and guidance to support student development
- Liaise effectively with students, host organisations, and Charter Australia staff
- Ensure assessment practices align with the relevant training package and compliance requirements

### Selection Criteria:

#### Essential

- Minimum Diploma in Early Childhood Education and Care or equivalent
- TAE40116 Certificate IV in Training and Assessment (or higher/equivalent)
- Minimum 2 years' experience working in the early childhood education and care sector
- Experience conducting assessments in vocational education or similar settings
- Strong communication and interpersonal skills, including the ability to liaise effectively with students and placement providers
- Sound organisational skills and attention to detail
- Current Working with Children Check
- Must be available to teach on site in North Sydney Wednesdays and Thursdays from 09:30 - 15:00

**Desirable**

- Experience as a trainer/assessor in the VET (Vocational Education and Training) sector
- Knowledge of the Standards for RTOs and compliance in vocational education
- Familiarity with digital learning platforms and assessment tools
- Ability to work independently and manage multiple student caseloads
- Commitment to inclusive and culturally responsive education practices

**How to Apply**

Interested candidates should submit their resume and a cover letter outlining their qualifications and experience to **hr@charter.edu.au**. Only shortlisted candidates will be contacted.

Join us at Charter Australia and be a part of a team committed to excellence, growth, and a positive workplace culture.