

POSITION DESCRIPTION

Position Title	Outdoor Educator
Department	Children's Services
Date	August 2026
Reporting To	Head of Children's Services
Internal Liaisons	All staff
External Liaisons	Families and community members, community organisations, First Nations organisations and knowledge holders, other early childhood services and schools, and educational and training institutions.

About The Infants' Home

The Infants' Home Child and Family Services is a provider of integrated early childhood education and care, family day care, early intervention and allied health services for children and families. For over 150 years, the organisation has championed the rights of children, women and families, and supported those living with vulnerabilities or additional needs to build their strength, skills and confidence and create a more positive future. Today The Infants' Home delivers integrated services across Sydney, from its centres in Ashfield to family day care across the greater Sydney region. The Infants' Home is a Child Safe organisation. Every child has the right to be safe, feel safe and be heard. We have zero tolerance for child abuse and protect children from harm in every part of our work.

Purpose of the role

The Outdoor Educator develops, leads and implements the educational program for The Infants' Home's Outdoor Classroom and associated outdoor learning initiatives, providing regular outdoor learning for children from birth to five years, and a weekly parent-child playgroup for families in the community. The role works alongside the early childhood service teams to complement centre based learning, builds the capacity of other staff in outdoor learning and nature pedagogy, and helps keep the Outdoor Classroom safe and well maintained. Programs may be delivered in alternative learning environments where required to support children's safety, wellbeing and participation.

Responsibilities

1. Programs for Children

- Design and facilitate play-based outdoor learning programs, informed by current research and best practice, that promote children's:
 - wellbeing, resilience and self-regulation
 - physical health and motor skill development
 - cognitive and problem-solving skills, including early science, technology, engineering and mathematics (STEM) learning
 - social and language development
 - connection with nature and environmental stewardship
- Plan developmentally appropriate experiences for infants, toddlers and preschool age children, and use assessment and reflective practice to track each child's progress and adapt the program.
- Embed Aboriginal and Torres Strait Islander perspectives and a Country connected approach, including through the Yarning Circle and in partnership with First Nations knowledge holders.
- Deliver inclusive programs that support every child's participation, including children with disability or additional needs, working with the allied health and integrated teams.

- Work with service directors, educators and teachers so that outdoor programs extend and complement centre based learning.

2. Programs for Families

- Design, coordinate and lead a weekly outdoor playgroup, alongside one or more Playgroup Assistants, that supports families to:
 - reduce stress and improve mental and physical wellbeing
 - deepen their understanding of and connection with their children
 - grow confidence in their parenting role
 - build social connections and support networks
 - Build respectful, reciprocal relationships with families, providing information and connecting them to support on child development, play, positive parenting and community services.

3. Sharing Practice and Building Capacity

- Provide professional development on outdoor learning and nature pedagogy for staff, including through the Learning Management System.
- Represent the Outdoor Classroom program externally, and contribute written content for The Infants' Home Intranet, blogs or external publication.

4. A Safe Outdoor Classroom

- Maintain educator-to-child ratios and adequate supervision of children at all times during outdoor programs.
- Maintain up-to-date risk assessments for the Outdoor Classroom and its programs.
- Conduct daily safety checks, identifying and acting on hazards and reporting maintenance issues.
- Coordinate the maintenance, upkeep and resourcing of the Outdoor Classroom.

5. Evaluation and Reporting

- Evaluate the programs using participant feedback and facilitator reflection and report on outcomes to meet funding and quality requirements.
- Record each child's learning, development and wellbeing outcomes in their Integrated Child Plan (ICP).

Compliance

Ensure activities within the area of responsibility comply with legislation, including but not limited to:

- Education and Care Services National Law and Regulations
- Work Health and Safety legislation
- the National Quality Standard
- Early Years Learning Framework Version 2.0
- the Child Safe Standards and the National Principles for Child Safe Organisations
- Children and Young Persons (Care and Protection) Act 1998 (NSW), including mandatory reporting obligations
- Child Protection (Working with Children) Act 2012 (NSW)
- Children's Guardian Act 2019 (NSW), including the Reportable Conduct Scheme
- The Infants' Home Practice Guide, policies, procedures and strategic goals
- NSW Workers Compensation Act 1987, Workplace Injury Management and Workers Compensation Act 1998 and the Fair Work Act 2009
- privacy laws, industrial instruments, common law and other applicable federal, state and territory laws

Professional Conduct

- Exercise due care, skill and judgement and act at all times in accord with applicable professional ethics, principles, legislation, and standards.
- Act in accordance with the Early Childhood Australia (ECA) Code of Ethics and applicable professional standards.

- Be involved in regular performance appraisals, self-reflection, and individual training plans.
- Work within The Infants' Home integration model.
- Attend and participate in meetings, events, and information sessions.
- Promote the understanding and application of integrity, inclusion, partnership, excellence, discovery, and diversity.

Risk Management

- Follow policies and procedures to ensure compliance.
- Maintain a safe, healthy, and clean environment.
- Identify hazards and take action to remove these hazards.
- Ensure that all Work Health and Safety requirements are met.
- Identify risks and report them in a timely manner.

General

- Comply with organisational policies, relevant legislation, privacy requirements, child-safe standards and work health and safety obligations.
- Use the organisation's digital platforms, including Humanforce, Microsoft Office 365 and Xplor/Playground.
- Carry out all duties, responsibilities and specific tasks related to the role as well as specific duties allocated by the Head of Children's Services and/or the Chief Executive Officer.
- The Infants' Home reserves the right to add or amend your duties and responsibilities in accordance with changing circumstances and operational needs within the boundaries of your skill and competence. Any such changes may be reflected in changes to your Position Description made at the discretion of The Infants' Home.

Essential Criteria

- An ACECQA approved diploma level education and care qualification (or higher), or an ACECQA assessed equivalent, is the minimum qualification required. An ACECQA approved Early Childhood Teaching qualification is highly desirable. Where the successful applicant is engaged in a teaching capacity, current New South Wales Education Standards Authority (NESA) accreditation is required.
- Completion of an approved child protection training unit or course (CHCPRT025 or equivalent).
- Completion of mandatory National Child Safety Training (Geccko).
- Current First Aid Certificate (HLTAID012).
- Demonstrated experience working with children from birth to school age in an Early Childhood Education and Care setting.
- Sound knowledge and understanding of the National Quality Framework.
- Sound knowledge of holistic, inclusive and developmentally appropriate approaches to working with children.
- Knowledge of nature pedagogy and outdoor education theory and practice.
- Demonstrated ability to build positive and collaborative relationships with children, families and colleagues.
- Experience mentoring and supporting staff.
- Good written and verbal communication skills.
- Commitment to the rights of children and inclusive practice, including supporting children with disability or additional needs.
- Commitment to embedding Aboriginal and Torres Strait Islander perspectives and culturally safe, Country connected practice.
- Commitment to critical reflection, continuous improvement and ongoing professional development.
- Experience working within integrated or interdisciplinary service environments (desirable).
- Experience developing and presenting professional development for early childhood educators (desirable).

- A primary or secondary teaching qualification or relevant teaching background (desirable).

Please note, all employees at The Infants' Home are required to have valid working rights in Australia and a current NSW Working with Children Check.

I have read and agree to undertake the duties as outlined:

Name

Signature

Date