

POSITION:	Educator- Living Learning
REPORTS TO:	Education Lead
DATE UPDATED:	April 2026

ORGANISATIONAL ENVIRONMENT

MCM is a leading community support organisation working alongside Victorian communities and families and individuals to live the life they aspire to, their way, providing a broad range of support in homelessness, disability, palliative care, youth housing, community services, family violence, education and inclusive employment service areas. MCM is a leading provider of specialist services for young people experiencing homelessness, providing wraparound support so they can transition to autonomy and their positive pathways of choice.

MCM comprising MCM Services, Hester Hornbrook Academy, MCM Housing and Quantum Support Services work together to disrupt disadvantage and create positive change for Victoria's most vulnerable people.

DIVERSITY, EQUITY OF ACCESS, AND INCLUSION

MCM is committed to inclusion, equity of access and diversity. We know that diversity helps us to innovate and make the biggest impact possible. Our DEI Strategy On for Inclusion supports and drives an inclusive workplace culture. We recognise that many people continue to face systemic barriers within an employment context, particularly those from First Nations, culturally and linguistically diverse, disability and LGBTIQ+ communities. We are committed to inclusivity and want to continue to learn from and grow our diverse workplace culture. This includes supporting your individual employment needs wherever reasonably possible.

POSITION CONTEXT

Living Learning is a project initially funded through the Partnerships Addressing Disadvantage program with the Victorian Government. Living Learning works with young people who are persistently not in employment education or training (NEET) and who experience mental health conditions. Through the supports offered by Living Learning (mental health supports, Key Worker supports and specialist education supports) the aim of the program is to re-engage young people into Hester Hornbrook, to stabilise their mental health and work with them to achieve positive pathways in their lives. The project outcomes are measured by assessing various cost savings for government and education and health success for the young people.

The MCM Group's practice is underpinned by our Healing Oriented Framework (HOF), an important set of guiding principles developed with the aim of giving MCM Group a shared understanding of the prevalence and impact of trauma and traumatic stress on the health and wellbeing of the people with whom we work.

POSITION PURPOSE

The primary purpose of this role is to deliver the Living Learning Program Logic with students in the program, both while they are enrolled at Hester Hornbrook and, as required, when they have left Hester Hornbrook.

The main objective is to assist young people to overcome educational barriers and engage with the curriculum in an effective way. The teacher works in close collaboration with the LL West Hub team, Hester Hornbrook classroom teams, and other relevant stakeholders.

The role is designed to be highly flexible and responsive to the needs of the students. The work may be delivered on Hester Hornbrook campuses, in the community, in students' houses, and in other settings. The role may include one on one support with students, secondary consultations with other staff, attending excursions, group work, and interpreting educational data.

POSITION DUTIES AND RESPONSIBILITIES

Duties of this role may include but are not limited to the following:

- Design and deliver a flexible and innovative education program to suit the Living Learning cohort, including those who are no longer enrolled at HHA.
- Deliver teaching and education program in a diverse range of environments, including in community outreach and off campus.
- Deliver secondary consultation to other Hester Hornbrook and LL team members.
- Support the development of curriculum, in collaboration with Hester Hornbrook.
- Liaise with Youth Workers and Education Support staff regarding student wellbeing and educational needs to ensure successful transitions and pathways post-secondary, or re-engagement back to school.
- Work in a flexible way, including on campus and outreach in the community, with frequent use of MCM fleet vehicles.
- Apply an understanding of our HOPE (Healing Oriented Program of Education) to support students in a way that allows them to Engage, Equip, Empower and Extend.
- Have a thorough understanding of a range of interventions that promote engagement, build rapport and develop prosocial behaviours and relationships.
- To lead/participate in excursions and outreach programs as needed.
- Supervise students and perform additional duties as per an allocated roster.

- Participate in regular supervision, whole school and campus meetings, the performance review processes and professional learning as required.
- Maintain competency with ICT systems such as Microsoft 365, Student Management Systems, Student Learning Platforms and other programs utilised in the school community.
- Ensure that all Child Safe, risk management and Hester Hornbrook /LL documentation is adhered to.
- Ensure services are delivered within the framework of MCM/ Hester Hornbrook policies and procedures, legislative requirements, and meet the relevant service standards.
- Perform other duties and responsibilities, as directed by the Leadership Team of LL.

Generic and Compliance Responsibilities

- Work as a constructive team member, including building and maintaining positive interpersonal relationships.
- Apply the Organisational Commitments and Requirements (detailed below), including Child Safety and Safety of Vulnerable People, Workplace Health and Safety, Operational Accountability, Diversity, Equity of Access and Inclusion, and Position Description Maintenance.
- If approved to work from home, comply with all the requirements in the MCM Working from Home Workstation Self-assessment Checklist.
- Demonstrate MCM's Values (detailed below).
- Ensure services are delivered within the framework of MCM's policies and procedures, legislative requirements, relevant service standards, and MCM's Code of Conduct, and MCM's Values.
- Comply with MCM's Employment Safety Screening Procedure.
- Perform other duties and responsibilities within the scope of the employee's skills, competence and training as directed by a person in any more senior role within MCM.

KEY SELECTION CRITERIA

The following key selection criteria must be addressed in the application in order to be short listed for this position:

- Ability to promote active learning by implementing strategies that are conducive to a supportive learning environment and respond to individual student learning needs.
- Demonstrated experience developing and implementing applied learning curriculum and elective programs.
- Demonstrated ability to engage young people in structured educational program, assist with educational assessment and testing, deliver individual interventions.
- Experience working with young people, LGBTQI young people and young people from diverse cultural backgrounds who have existing barriers to engaging in education.
- Demonstrated capacity to work flexibly, including outside of the classroom and campus environment, manage competing demands and to work as part of a team.

- Ability to provide supports in an outreach capacity, including driving MCM fleet vehicles.

Essential Criteria

- Bachelor of Education or related discipline and a current Victorian Institute of Teaching (VIT) registration (provisional or full).
- Computer literacy, including proficiency in the Microsoft suite of programs.
- Understanding of relevant legislation, including Child Safe Standards as they are relevant to a Senior Secondary School setting.
- Satisfactory completion of safety screening including a National Police check, International Police check (if required), and the right to work in Australia, Victorian Driver’s License (full).

Essential Safety Screening Requirements:

- Proof of Identity Check
- National Police check
- International Police check
- Current Victorian Working with Children Check (Employee)
- VIT Registration
- Current Victorian Drivers Licence
- Right to work in Australia

Desirable:

- Experience working with people with mental health conditions and dis-engagement from education.
- Experience delivering targeted interventions.

POSITION AUTHORITIES

Number of Reports

Direct Reports				Indirect Reports			
Number:	0	FTE:	n/a	Number:	0	FTE:	n/a
List Teams / Positions				List Teams / Positions			

Expenditure

Operating:	N/A	Capital:	N/A
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Supervision or Direction Required

The practitioner will receive fortnightly supervision from the Living Learning Education Lead.

Planning

The practitioner manages their own time and workload to meet client and program needs, while setting goals and planning educational interventions in alignment with service priorities. Planning is carried out in consultation with line management, who provide oversight and support to ensure supports are responsive, safe, and effective for children, young people, and families.

Freedom to Act

The role allows for independent decision-making within established policies, procedures, and budget parameters. The Educator is empowered to apply their professional knowledge, experience, and training to their work, including risk assessment and safety planning. Guidance and consultation with line management are available when needed.

Assistance to Higher Level

The Educator provides routine information and advice to relevant stakeholders and contributes to the review of processes and procedures. They offer consultation and technical or specialist input based on professional knowledge, supporting decision-making and continuous improvement across the team and service. Guidance is sought from line management for complex or non-routine matters.

KEY RELATIONSHIPS

This position may have relationships with a diverse range of MCM employees, external service providers, organisations and stakeholders within the community, with the view to providing the most appropriate and effective services and supports to the people they support. Examples include:

Relationships with staff from a range of MCM and HHA program areas, dependant on the needs of the people they are supporting. Some examples may include:

Internal Relationships

- Staff from Living Learning and Hester Hornbrook Academy
- Staff from the Homelessness and Family Services team
- Staff from Organisational Development
- Staff from Human Resources
- Staff from Properties and Facilities

External Relationships

- Practitioners will actively liaise and network with several external service providers, organisations and stakeholders within the community, with the view to provide the most appropriate and effective services and supports to the people they support.

OUR VALUES

Employees are expected to commit to and demonstrate MCM's values:

Together	We are inclusive and accepting of difference
	We work in highly effective teams and our people are connected across our organisation
	We engage proactively with others to deliver outcomes
Courageous	We speak up constructively in line with our convictions
	We pursue our goals with determination
	We are passionate about our advocacy role
Curious	We are inquisitive and ask why
	We challenge the status quo
	We actively explore the alternatives
Open	We are transparent and have genuine, honest interactions
	We listen and hear people's voices
	We value and respect the autonomy of clients
	We trust one another
Accountable	We act safely in all our interactions
	We manage within our financial and resource boundaries
	We own our outcomes and decisions
	We are proud of the work that we do

ORGANISATIONAL REQUIREMENTS AND COMMITMENTS

Child Safety & Safety of Vulnerable People

MCM is a Child Safe Organisation, committed to the safety and wellbeing of children, young people, people with disability, and other vulnerable people. We have zero tolerance of abuse and neglect of all vulnerable people. MCM is committed to providing a safe environment in which children and vulnerable people are protected from violence, abuse and neglect. All employees must:

- Comply with the Child Safe Standards at all times.
- Maintain a safe environment in which children and vulnerable people are safe at all times.
- Actively prevent, and immediately report to MCM, any violence, abuse or neglect of any child or vulnerable person.

Workplace Health & Safety

MCM's has zero tolerance for compromised worker safety. We endeavour to provide a working environment that is safe for all employees and people who use our services. As an employer, MCM adheres to Occupational Health & Safety regulations. All employees must:

- Comply with all MCM policies related to Occupational Health and Safety in the workplace.
- Take reasonable care of their own health and safety, and the health and safety of their colleagues, service users, and others who may be affected by the employee's acts or omissions in the workplace.
- Immediately report to MCM any hazards or incidents.

Code of Conduct and Operational Accountability

MCM is committed to operating efficiently and ethically, and remaining operationally and financially sustainable. All employees must:

- Operate within the requirements of MCM's accreditations, registrations, policies and procedures, Code of Conduct, and regulatory guidelines.

Position Description Maintenance

Position Descriptions change over time, due to a wide range of organisational, technological, financial, geographical, service, systemic, legal, and individual factors. All employees must:

- Maintain position description currency by communicating, discussing and documenting necessary changes, and considering consistencies and relativities with other like-positions.
- Ensure compliance with position description, management of change, and consultation requirements in the relevant Awards and Enterprise Agreements.
- Use correct processes to apply for changes related to individual circumstances, for example, reasonable adjustments for disability, flexible working arrangements for care responsibilities, rehabilitation to work following injury, ill health or medical procedure, or transition to retirement.