

Position Description: Next Level Collaboration Program Assistant

Background:

Next Level Collaboration is a research-based social capacity building program designed to support children aged between 8 and 15 years old with social-emotional and neurological learning differences, including autism and ADHD. By using a strengths-based approach that builds from an interest in gaming, the program combines video modelling with explicit teaching and feedback to teach collaborative teamwork skills that are important for everyone to learn in life. As a neurodivergent-led social enterprise, Next Level Collaboration prioritises the voices of the neurodivergent community by actively recruiting adults who have lived experiences of neurodivergence to help run our program sessions in a supportive working environment with an equitable wage.

Purpose of this role:

- To assist with delivery of Next Level Collaboration program sessions to groups of children aged between 8 and 15 years old, with up to 6 children per group setting.
- This is a casual role with hours corresponding to Next Level Collaboration session times (up to 2.5 hours per week). Next Level Collaboration sessions run as 8-week blocks on a regularly scheduled weeknight within school term dates.
- The Next Level Collaboration Program Leader role is paid via ABN invoice at the rate of \$27.00 per hour.

Selection criteria:

- No specific background or experience is required for this role, however previous work experience and relevant transferable skills will be considered in your application.
- An understanding of neurodivergence accompanied by an inclusive and neurodiverse-positive attitude.
- Strong communication skills, along with a willingness to learn and respond to feedback.
- An interest in and knowledge of video games including gameplay mechanics and technical skills.
- A current and valid employee Working With Children Check is required.
- Candidates with lived experiences of neurodivergence are strongly encouraged to apply.

Key responsibilities of this role:

- Assist with delivery of Next Level Collaboration program sessions in collaboration with the Program Leader. You will also have access to drop-in support from a qualified speech and language pathologist.
- Set up and pack down the relevant session equipment, and provide technical assistance where necessary.
- Support and encourage session participants to share their ideas when participating in session activities.
- Provide feedback and encouragement to session participants while supporting their use of collaborative teamwork skills.
- Maintain the safety of session participants and report any potential wellbeing concerns to the Program Leader, Next Level Collaboration Chief Executive Officer, and Next Level Collaboration Chief Research Officer.
- The Next Level Collaboration Program Assistant will report to the Next Level Collaboration Chief Executive Officer and Next Level Collaboration Chief Research Officer.