

**Position Description – Classroom Teacher**

| **STATEMENT OF**  |
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| **Contemporary Teaching** | * Develop a stimulating learning environment by using a variety of styles and approaches to cater for individual learning needs
* Understand and adhere to state and national course requirements including the standards of professional practice – Australian Standards of Teaching – and the CECV
* Employ a variety of effective teaching strategies to effectively implement the curriculum
* Give appropriate time to lesson planning and organisation
* Understand state and national course requirements
* Keep accurate records of student attendance
* Embrace the use of information and communications technologies to enhance learning
* Engage in learning progress discussions with students, colleagues, school leaders and families
* Actively engage and work collaboratively with colleagues in professional learning teams at school, network, zone and diocesan levels.
* Write formal academic reports that conform to report writing guidelines
* Monitor the progress of each student and provide meaningful and regular feedback to each student on their progress
* Liaise with appropriate support staff in the implementation of the curriculum
* Adjust and adapt teaching practices to be inclusive of all students, including those with unique social, emotional, cultural and special learning needs
* Respond to student needs with a diagnostic approach to learning intervention
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| **Pastoral Care and Child Safety** | * Provide all students with a child-safe environment
* Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety
* Proactively monitor and support student wellbeing
* Exercise pastoral care in a manner which reflects school values
* Implement strategies which promote a healthy and positive learning environment
* Attend professional meetings as scheduled or required
* Attend school assemblies as scheduled or required
* Attend school liturgical celebrations as scheduled or required
* Attend school organised activities as scheduled or required
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| **Curriculum Development** | * Plan, develop, review and evaluate curriculum in subject areas and at year levels which you teach
* Work with colleagues to unpack the curriculum to develop a learning success criteria for students
* Use assessment practices to generate learning data that can be analysed to inform teaching practices
* Develop assessment instruments in a collegial manner where whole group testing takes place
* Evaluate digital learning materials and make recommendations to subject coordinators about their implementation
* Create and evaluate online resources for the purposes of enriching the curriculum
* Attend subject meetings as scheduled or required
* Undertake professional development to enhance curriculum understanding
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| **Professional Development** | * Have current knowledge of curriculum initiatives in your teaching areas
* Commit to ongoing professional development in your teaching areas
* Be open to researching areas of interest relevant to directions provided in the school’s strategic plan
* Continue development of ICT skills as technologies evolve
* Participate ins staff appraisal processes
* Be an active member of a relevant professional associations and networks as duties permit
* Support collegial learning by acting as a mentor or supervising and supporting a student teacher after consultation with subject coordinator
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| **Co-Curricular Involvement** | * Support and be involved in the co-curricular program
* Proactively encourage students to participate in co-curricular activities
* Act as a role model for participating students
* Keep accurate records of student attendance and participation within the co-curricular activity
* Create and maintain a safe environment in which students may enjoy their participation
* Oversee the provision and care of relevant equipment materials and first aid requirements
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| **General and Administrative Duties** | * Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures
* Maintain currency of first aid, mandatory reporting and anaphylaxis training
* Demonstrate duty of care to students in relation to the physical and mental wellbeing
* Attend all relevant school meetings and after school services/assemblies, sporting events, mass, community and faith days as well as professional learning opportunities
* Participate in duty supervision as rostered and other supervision duties when required
* Demonstrate professional and collegiate relationships with colleagues
* Uphold the professional standards expected of a teacher
* Other duties as directed by the Principal
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| **SELECTION CRITERIA (TEACHER)** |
| **Commitment to Catholic Education**  | * A demonstrated understanding of the ethos of a Catholic school and its mission
* A demonstrated understanding of the Church’s teachings and the Catholic teacher’s role in the mission of the Church
* A demonstrated capacity to instil in students a respect for each other in accordance with the teachings of Jesus Christ
* A capacity to integrate the Church’s teachings into all aspects of curriculum
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| **Commitment to Child Safety** | * Experience working with children
* A demonstrated understanding of child safety
* A demonstrated understanding of appropriate behaviours when engaging with children
* Familiarity with legal obligations relating to child safety (e.g. mandatory reporting)
* Be a suitable person to engage in child-connected work
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| **Education and Experience** | **Essential:*** Teaching qualifications
* Current Victorian Institute of Teaching (VIT) registration
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|  | **Desirable Other:*** Accreditation to Teach Religious Education
* Relevant post-graduate studies (or working towards such qualifications)
* Demonstrated understanding and experience of the learning and teaching pedagogy associated with the Victorian Curriculum
* Demonstrated experience in using ICT
* Demonstrated experience using ‘Awakenings’ Religious Education Curriculum
* Preference for experience in inquiry based learning and use of student data to maximise learning outcomes
* Preference for experience working within a Professional Learning Community
* Understanding of contemporary learning intervention practices
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| **Skills/Attributes** | * Ability to work as part of a school team
* Good oral and written communication skills, including ability to communicate with children, parents and the school community
* Experience and proven record in effective learning and teaching skills, including management of composite classes/mixed ability classes
* Ability to demonstrate an understanding of appropriate behaviours when engaging with children
* Demonstrated capacity to participate in a range of school activities, e.g. school sports, sacramental programs, liturgies, school camps/excursions
* Leadership qualities
* Self-motivation
* Ability and willingness to accept policy directives
* Maturity
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