

Position Description

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| Position Title | Classroom Teacher (Junior School Prep) |
| Reports to | Head of Junior School |
| Teaching Load | 1.0 |
| Version Date | March 2023 |

Purpose of Position

A classroom teacher at Investigator College is responsible for delivering high quality teaching and learning in Investigator College. The status of the teacher as a professional with high order knowledge in the discipline(s) taught underpins the duties ascribed. The Teacher will be highly professional and will maintain the highest standards of personal presentation, preparation for teaching and learning, punctuality and student management. The building of a positive relationship with students, parents and colleagues is an essential requirement. Teachers are directly responsible to the respective Head of School, Head of Faculty, Director of Teaching and Learning, and the Principal.

KEY RESPONSIBILITIES

- To inspire and ensure students are motivated and enjoy participating in learning and are given the opportunity to develop their talents in a positive, innovative and effective environment
- To assist each student to continue to grow and achieve personal excellence in the intellectual, physical, social, emotional and spiritual domains.
- To act as an excellent role model for students, colleagues and parents by always representing the college in a positive and professional manner.
- To effectively teach the prescribed curriculum using appropriate trends and developments in pedagogy.
- To facilitate appropriate differentiation and extension activities for students.
- To establish a classroom environment which is stimulating, focused and pleasant and which reflects the College's values and ethos.
- To ensure the effective communication and distribution to students of information and skills relevant to the subject taught.
- To contribute to the pastoral care and co-curricular programs.
- To attend assemblies and contribute to staff meetings, faculty meetings and other planning and interest groups.
- Work as part of a team with a whole College philosophy. This may include teaching across a number of curriculum areas.
- To undertake regular professional learning in relevant curriculum areas.
- To be vigilant about yard duty and other supervisory duties.
- To take relief lessons as required.
- To participate in whole-school community events.
- To develop partnerships between the College and home by actively engaging with families in positive and meaningful ways
- To ensure the good order and maintenance of Investigator College property and facilities
- To undertake other duties as required.

KEY ACCOUNTIBILITIES

- Curriculum documentation and delivery that meet Australian Curriculum requirements

- To assess student work and grade to student performance accurately and promptly in line with agreed policies and procedures.
- To apply student management strategies consistent with the policies in order to provide a positive and effective learning environment.
- To prepare reports on students at both formal and informal levels, using verbal and written communications (school diaries, parent-teacher meetings, notices home, school reports) and to initiate contact with parents, as appropriate, concerning a student's academic progress and behaviour.
- To communicate concerns about students to the relevant Head of School, the Deputy Principal or Principal as appropriate.

| WORKING RELATIONSHIP | |
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| Internal <ul style="list-style-type: none"> • Principal • College Executive • Heads of School • Teaching staff | External <ul style="list-style-type: none"> • Parents • Community • Other schools and networks |

| PERSON SPECIFICATIONS | |
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| Essential | Desirable |
| Qualifications <ul style="list-style-type: none"> • Relevant tertiary qualifications • Registered teacher status • Current mandatory qualifications | <ul style="list-style-type: none"> • Related qualifications |
| Experience <ul style="list-style-type: none"> • Graduate teachers should have attained exceptional results in subject and teaching-related studies. • Exceptional teaching record with the ability to produce outstanding outcomes for all students • Have experience in a range of teaching methodologies and curricula to meet the wide range of students' needs. • Demonstrate successful experiences in the use of technology in teaching and in educational administration • Ability to work with a minimum of supervision • Demonstrated experience teaching and coordinating | <ul style="list-style-type: none"> • Experience in embedding ICT in learning experiences • Experience teaching in both a school setting and Early Learning Centre |
| Skills & Capabilities | |

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| <ul style="list-style-type: none"> • Proven ability to differentiate the teaching program to cater for the needs of all students. • Proven ability to provide effective pastoral care and assist students to achieve their personal best. • Strong interpersonal skills, including an open and friendly disposition, the ability to listen effectively and the ability to relate to people from a range of backgrounds. • Outstanding verbal and written communication skills. • Superior organisational ability and demonstrated self-motivation and initiative in setting goals, prioritising work, managing multiple tasks and creating solutions. • Ability to develop and maintain positive relationships with key stakeholders within the College community. • Demonstrated ability to work as an effective and constructive team member and a willingness to participate fully in College Activities. • Ability to develop, promote and implement new and creative initiatives. • A high level of energy and vitality. • A collaborative, easy-going manner is preferred • An enthusiasm for education and the wellbeing of young people. • Knowledge and understanding of both the Australian Curriculum and Early Years Learning Framework | |
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CONDITIONS OF EMPLOYMENT

About Us

Investigator College is a world-class ELC to Year 12 co-educational Anglican College located in beautiful Victor Harbor, South of Adelaide. Currently with approximately 700 students, the College has earned a reputation for academic excellence, outstanding wellbeing and service programs, broad subject offerings and strong community engagement. The College also boasts an Eco Sustainability Trade Skills Centre on the banks of Currency Creek.

Our Values

Providing the opportunity for you to be "YOUR BEST SELF" underpinned by the colleges core values:

- Aspiration
- Identify Opportunities
- Individuality
- Fostering Community

- Anglican Ethos
- Inclusion
- Transparency
- Accountability

WHS

Commit to protecting Work Health Safety and wellbeing for all staff, students and others by:

- Complying with policies and procedures
- Comply with reasonable instructions in relation to health and safety
- Take reasonable care of your own health and safety
- Report all hazards, near misses and incidents
- Complete relevant Work Health and Safety training

Performance & Training

- Participate in an annual review of performance in the role and review of this Position Description.
- Participate in relevant compliance and other work-related training and professional development as required

Legal & Policy Requirements

- Comply with all relevant policies and procedures.
- Satisfy all position related employment requirements, including providing Registration details as required, completing medical assessments, DCSI Working with Children Checks and National Criminal History Check
- Demonstrate commitment to the College Code of Conduct

Special Conditions

- Some out of hours work may be required by the College
- Have flexibility to increase the time fraction worked should the College require this

I have received a copy of the Position Description and understand the expectations of employment set out above.

Position Holder _____

Signature

Date

Principal _____

Signature

Date