



TEACHER POSITION DESCRIPTION

Accountability	Directly through both written and oral means to: <ul style="list-style-type: none">• Primary Teachers: Head of Primary School and Principal• Secondary Teachers: Head of Secondary, Head of Senior School and Principal
Main Objectives	<p>The teacher is expected to teach students from a Christian Perspective as outlined in:</p> <p>a) The Vision, Mission and Values of the school, and</p> <p>b) The school's educational philosophy.</p> <p>The teacher will be a professional colleague who will be part of a team of teachers striving to achieve the aims and objectives of the school.</p>
Specific Accountabilities	<ul style="list-style-type: none">• Teach classes as allocated• Mark student assessment tasks and maintain records of student achievements• Supervise additional classes as required• Plan and organise work for effective teaching to occur including a variety of strategies and methods to cater for the range of abilities and interests in the class• Maintain a detailed Record of Procedure for lessons on a weekly basis (i.e. Work Program) and units on a Term basis• The teacher will set homework as per year level expectations.• Monitor student progress and liaise with the Principal or Head of Secondary, as appropriate, regarding students at risk and those requiring special consideration• Provide reports to parents at meetings, interviews and in writing as required• Attend professional development activities to improve teaching and pastoral skills and knowledge• Attend Staff Meetings, subject/department meetings, and other meetings as required• Ordering and organising materials as required for teaching and within approved budget limitations• Assist with planning of special school programs, e.g.: excursions, camps, sports, educational visits etc.... where required.• Perform any other duties as delegated.



<p>Duty of Care</p>	<ul style="list-style-type: none"> • Be familiar with school policy, rules and expectations • Take responsibility for the pastoral needs, duty of care and standards of behaviour of students inside and outside the classroom. This includes students you do not teach • Giving, in so far as the teacher is able, the individual attention to which each student is entitled • Actively support the School's Code of Conduct and insist on acceptable standards of behaviour in students • Follow workplace health and safety procedures • Be punctual to classes, meetings and other duties • Supervise students whilst on grounds duty and afterschool detentions • Maintain records of student attendance at classes • Ensure early indications of concerns are communicated to parents.
<p>Pastoral Care</p>	<p>Pastoral Care</p> <ul style="list-style-type: none"> • Take responsibility for the pastoral needs of students in your Class.
<p>Personal Skills and Attributes</p>	<p>It is assumed that the teacher will:</p> <ul style="list-style-type: none"> • demonstrate a strong commitment to the ethos of Christian education • be vitally concerned about the needs of students • need to be able to communicate sensitively and confidentially with parents and students • set a good example of Christian living in the School and in his/her private life • have a high degree of teaching competence and be highly organised; • demonstrate a high degree of flexibility in his/her approach to dealing with students and in the teaching methodologies employed • be able to work collaboratively with other staff members and build positive relationships with others • have a high degree of computer literacy or be willing to undertake training in computer literacy • demonstrate a high level of organisational skills • have a professional outlook on teaching and the needs of students • The teacher's existing knowledge and expertise will continually be increased resulting in the development and innovation of new and improved teaching techniques and curriculum materials.
<p>Child Safety</p>	<p>Kerang Christian College is committed to child safety. We have zero tolerance of child abuse. The Board, Leadership Team, staff, volunteers and contractors at Kerang Christian College are required to abide by the Child Safety Code of Conduct.</p> <p>Our robust human resources, recruitment and vetting practices are strictly adhered to during the application and interviewing process. Applicants should be aware that we carry out working with children, police records and reference checks (as we see fit) to ensure that we are recruiting the right people.</p>