



## CLASSROOM TEACHER POSITION DESCRIPTION

Our Mission at Marymede Catholic College is to educate in partnership with parents, young people of courage, ingenuity, humility, commitment, strength, compassion, service and fidelity. This endeavour is possible only within a Christ centered community. Teachers at Marymede Catholic College are appointed by and responsible to the Principal for the delivery of quality learning and teaching experiences, which enhance student outcomes. The College recognises teachers as its most valuable resource and expects teachers to work in a collaborative way that enhances the spirit and culture of the College community and supports the College Mission, Vision and Annual Action Plan.

### **Role Responsibilities**

The role responsibilities draw upon the *Victorian Catholic Education Multi-Employer Agreement (2018)* and the Australian Institute for Teaching and School Leadership. The role revolves around a demonstrated commitment to professional knowledge, professional practice and professional engagement. The teacher must also hold a current VIT Registration and will have some teaching commitments.

Subject teachers plan for and implement programs to encourage and support students to learn and to grow in the various subject disciplines. They actively build positive teacher-student relationships and utilize effective pedagogical approaches to offer each student the opportunity to achieve their potential.

### **Organisational Relationships**

- Reports to the Principal via the Deputy Principal Staff & Operations P-12.
- Works with the Deputy Principal Learning & Teaching P-12 in relation to educational matters.
- Supported by the members of the Senior Leadership Team.
- Works with the Learning & Teaching Team, students and parents/guardians.

### **Professional Responsibilities**

- Be respectful and supportive of the spiritual and social values of Marymede College.
- Be accredited members of the Victorian Institute of Teaching and enact their obligations to maintain membership.

- Meet the professional responsibilities of teaching in Victoria, including adherence to the AusVELS, VCE, VCAL and/or VETiS requirements.
- Ensure the safety of our community by attending to OH&S issues in an appropriate and timely manner.
- Adhere to all College Policies and Procedures.

## **Duties**

### **Learning & Teaching**

- Works in conjunction with the Deputy Principal Learning & Teaching P-12 regarding educational matters.
- Have an exemplary understanding of their subject matter and, utilising 'Understanding by Design' prepare a differentiated curriculum that is engaging and challenging for all students.
- Ensure that students receive regular formative feedback about the progress of their learning.
- Ensure that students receive summative feedback in a timely manner as per the agreed curriculum, under the College's assessment and reporting procedures.
- Utilise the school's ICT systems to develop student engagement in learning and digital literacy skills.
- Utilise the skills of other professionals to assist in the development and pastoral care of students (e.g. Learning Enhancement Coordinators, Wellbeing Team, House Coordinators, Domain Leaders etc.).
- Attend to the designated needs of those students with Personalised Learning Plans.

### **Professional Learning**

- Attend to the continual development of their pedagogical and teaching skills for the improvement of student achievement.
- Attend scheduled meetings and contribute to professional learning.
- Work positively and cooperatively in designated and ad hoc teams to develop curriculum and other learning opportunities for students.
- Establish Professional Learning Goals and report on progress towards these as required.

### **Pastoral Wellbeing**

- Be actively involved in the provision of high quality pastoral care.
- Where necessary, utilise agreed Behaviour Management Procedures.
- Strive to create a positive and productive learning environment, and a solid working relationship with all students.
- Contribute to the life of the College by participating in College functions and events, including camps and excursions.

### **Professional Behaviours**

- Engage in regular professional reading to stay up-to-date with contemporary educational issues, pedagogical & curriculum directions and any changes to curriculum frameworks.
- Consistently model professional behavior, engagement in the College Community and quality learning & teaching.
- Show the capacity to provide leadership that is characterised by a desire for continuous improvement, lateral thinking and innovation.
- Display a commitment to team work and collaborative practice.

## **Health & Safety**

### ***All staff are expected to:***

- Adhere to and implement safe work practices and procedures in accordance with Marymede Catholic College policies.
- Work safely and report any hazards in accordance with College procedures.
- Monitor and take full care of the health and safety of others.
- Participate when required in the resolution of safety issues.

## **Other Specific Duties**

As required by the Principal and as outlined in the *Certified Agreement VCMEA 2018*.