



PARADE COLLEGE

POSITION DESCRIPTION – CLASSROOM TEACHER

KEY SELECTION CRITERIA

The following selection criteria MUST be specifically addressed in your application for this position.

Criteria for Selection:

1. Support and participation in the faith life of Parade College including commitment to the Mission Statement, ethos of the College, Charter of Edmund Rice Education Australia and personal faith formation.
2. Ability to effectively work within a team of teaching staff to ensure a very high standard of professional practice within the relevant learning areas.
3. Ability to promote a healthy learning environment which promotes best practice and excellent student learning outcomes.
4. Knowledge and understanding of contemporary practices and policies related to student learning and, in particular, boys education.
5. Well-developed interpersonal skills including organisation and communication.
6. Commitment to ongoing professional learning.

November 2016

Please see next page for position description

ROLE DESCRIPTION – CLASSROOM TEACHER

Position Purpose

The Classroom Teacher is responsible for creating a positive and disciplined learning environment:

- in the classroom
- in co-curricular activities
- when interacting informally with students.

In this way, each student is challenged to grow in knowledge and maturity, according to his potential, in all aspects of his life.

Areas of Responsibility

The Classroom Teacher is responsible for:

Promoting the mission and ethos of the College through structured classroom prayer, participation in the liturgical life of the College, and modelling of appropriate standards of behaviour.

Maintaining a positive and effective learning environment through:

- Well-prepared and varied lessons, which cater to the range of student abilities and interests.
- Setting of realistic and challenging academic standards of student performance.
- A challenging and realistic program of student homework.
- Prompt and comprehensive attention to student work submitted for marking and supervision.
- Demonstrating knowledge, competence and confidence in the relevant subject discipline.
- Demonstrating high levels of professionalism in all activities.

Demonstrating commitment to teacher professional development through interest and attendance at appropriate in-service courses, commitment to a program of professional study and/or reading, and ongoing links with relevant Professional Associations including the Victorian Institute of Teachers if applicable.

Providing data in relation to each student required for the College recording and reporting system.

Maintaining standards of student care and discipline in and outside of the classroom, through support for and implementation of the College's Student Well-Being Policies and Procedures and attention to rostered duties, e.g. yard supervision, examination supervision and excursions.

Supporting Learning Area Leaders in the administration of each subject discipline including:

- Curriculum planning and development.
- Writing programs and maintaining registers, as required.
- Writing student academic reports per guidelines and within published time - frames.
- Keeping abreast of statutory requirements in curriculum expressed by VCAA and other professional bodies.
- Supporting House Leaders and Tutors in the management of each Year Group.
- Implementing the Student Well-Being Policies and Programs through the Tutor system, in particular:
 - building rapport with individual students.
 - encouraging the growth of self-esteem in each student.
 - identifying academic and personal issues which are impacting of the growth and development of each student.
- Referring matters of concern in relation to students to the relevant Tutor/House Leader where appropriate.
- Attending and participating in the co-curricular life of the College through the sporting and cultural calendar.

It is a requirement that Teachers are loyal to the ethos of Parade College and the Edmund Rice Charter and will demonstrably enact College Policies and support the Principal and various Leadership Teams of the College.