



SECONDARY TEACHER – ENGLISH

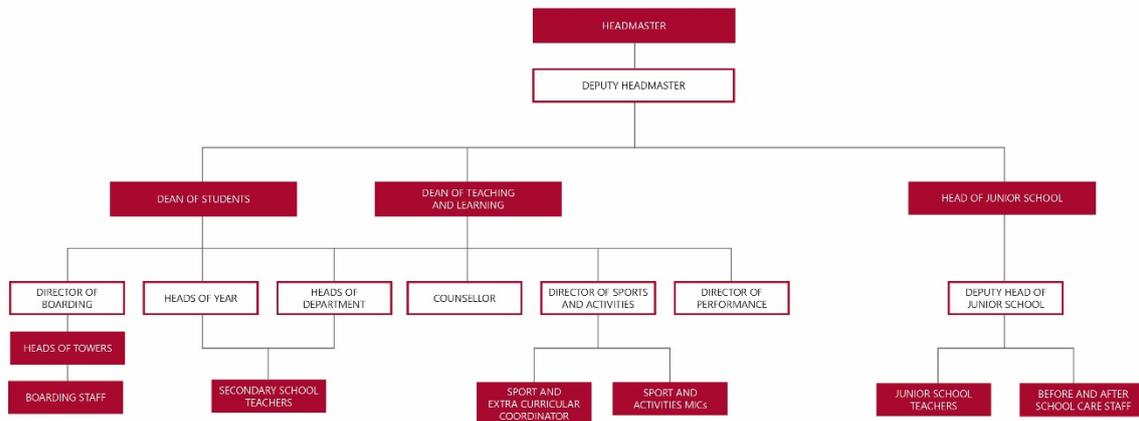
POSITION DESCRIPTION

VALUES AT IPSWICH GRAMMAR SCHOOL

Our school motto is Labore Et Honore – By this we mean that we will achieve success by working hard and behaving honourably. Ipswich Grammar School prides itself on the three core values of Belonging, Honour and Resilience. The historic School is committed to ensuring exceptional outcomes for our boys in academic achievements, artistic development and sporting endeavours.

ORGANISATIONAL STRUCTURE

IPSWICH GRAMMAR SCHOOL
ACADEMIC STAFF ORGANISATIONAL CHART





KEY DUTIES AND ACCOUNTABILITIES

- Plan, prepare and deliver quality and effective teaching-learning programs which are consistent with the 'Agenda for Excellence', relevant syllabi, curriculum program, work programs and educational trends.
- Maintain teaching competency and currency of knowledge of relevant curriculum programs as required by statutory bodies and the school.
- Support students through interaction with them in a variety of settings and through the active development of supportive training environments and effective behaviour management practices.
- Provide for the social, cultural and emotional wellbeing and physical safety of students whilst at school and enhance their overall development towards effective citizenship through the participation of extra-curricular activities.
- Develop assessments for students (diagnostic, formative, summative) for development, feedback and reporting purposes.
- Maintain student records (academic, administrative i.e. attendance, absentee) and samples of work and report on student performances to student, parents, Heads of Department, Deputy Headmaster – Curriculum, Deputy Headmaster – Students and other stakeholders.
- Participate in collaborative development and evaluation of curriculum and regularly monitor the effectiveness of the teaching/training program.
- Support the School through participation in Supervisions, Extra Curricular Activities, Playground/Bus Duty and other peripheral tasks.
- Establish and maintain appropriate interpersonal relationships between the school and the community.
- Participate, as appropriate, in school decision making processes and professional development activities.
- Participate and contribute to the practice of the overall strategic planning for students showing an understanding of the total school picture.
- Demonstrate commitment to the school's Code of Conduct.

KEY SELECTION CRITERIA

- SC1** Exemplary teaching practice and the ability to lead and motivate staff.
- SC2** A special interest and knowledge of boys' education.
- SC3** Awareness of the special requirements for boys in a boarding situation.
- SC4** Demonstrated high level of interpersonal skills including communication, leadership and people management capacities.
- SC5** A proven capacity to work as part of a team in a school environment and contribute to the wider life of the school community



As a condition of employment all teaching staff are to provide evidence of their current registration with Queensland College of Teachers. Teachers are required to maintain their renewal of registration with the Queensland College of Teachers for the duration of employment.

All employees recognise and accept that multi skilling is an essential component of the School and all employees may be required from time to time to undertake duties that are outside their normal position description but within their skills, competency and capability. All employees are bound by the requirements of the School's policies, procedures and stated mission to act with integrity, and in a way that shows a proper concern for the public interest.

Please Note: The specific duties as mentioned in this Position Description may be subject to change from time to time to meet the Ipswich Grammar School business needs.

APPLICATIONS

Please submit your application via our Seek Advertisement by Friday 10th May 2019 addressing the above criteria to the Headmaster at Ipswich Grammar School.

Applications to be addressed to:
Mr Richard Morrison Headmaster/CEO
Ipswich Grammar School
Locked Bag 6000,
North Ipswich QLD 4305