



## CLASSROOM TEACHER

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### THE PRIME PURPOSE OF THE POSITION

The Classroom Teacher is responsible for creating a positive and disciplined learning environment that gives authentic witness to the four Edmund Rice Education Australia (EREA) Touchstones of Liberating Education, Justice and Solidarity, Gospel Spirituality and Inclusive Community, both formally and informally, in the classroom, during co-curricular activities and when interacting with students. In this way each student will be challenged to grow in knowledge, faith and maturity according to his potential.

### ORGANISATIONAL RELATIONSHIPS

The Classroom Teacher is appointed by the Principal and is responsible in the first instance to the relevant Heads of Department, the Assistant Principal Teaching and Learning, the Deputy Principal and eventually the Principal. The role holder will work collaboratively as part of a team.

### KEY ACCOUNTABILITIES

1. Enliven the EREA Charter as expressed through the College Strategic Directions and Priorities
2. Maintain an effective learning environment where the dignity of the individual is preserved
3. Demonstrate a commitment to teacher professional development
4. Provide data required for the College assessment and reporting system
5. In collaboration with the College Pastoral Deans, act as a Home Room teacher
6. Be actively involved with Heads of Department in the administration of each relevant subject discipline

### DUTY STATEMENTS

The Classroom Teacher will

1. **Enliven the EREA Charter as expressed through the College Strategic Directions and Priorities**
  - Be committed to the goals, ethos and Mission of the College as a Catholic School in the Edmund Rice tradition
  - Have an awareness of and support for the Charter and key Edmund Rice Education Australia (EREA) policies, procedures and practices, along with other legislative and legal requirements of the College
  - Display a high level of professional competency and ensure that behaviour and personal presentation reflect the College's values and professional expectations
  - Strive to live a lifestyle which, by its witness and example, is compatible with the Gospel Values
  - Be committed to self-development and ongoing professional development
  - Be committed to building the St Edmund's College community
  - Have knowledge and awareness of applicable Workplace Health and Safety and Risk Management requirements and Equal Opportunity and Anti-Discrimination requirements
  - Respond to the operational needs of the College and to other duties as directed by the Principal or their delegate
  - Contribute to the overall pastoral leadership of the College through active, and reflective participation in staff meetings
  - Have excellent interpersonal skills and highly proficient IT skills.

**2. Maintain an effective learning environment where the dignity of the individual is preserved**

- Provide well prepared and varied lessons through the creative use of resources and technologies, which will cater for the range of students' abilities and interests
- Establish an appropriate program of homework
- Use assisted technologies when addressing the needs of students with special learning needs
- Make necessary adjustments when required, to programmes and assessment items to meet the needs of learning support students
- Provide for a realistic and challenging academic standard of student performance
- Pay particular attention by responding to student work presented for comment in draft form.

**3. Demonstrate a commitment to teacher professional development**

- As required by the Queensland College of Teachers seek out and participate in Professional Development activities
- Mentor teachers new to the College and the profession
- If required, engage in professional conversations within the College and district schools.

**4. Provide data required for the College assessment and reporting system**

- Provide data on time, to ensure that the College reporting system in each subject area is
  - Appropriate
  - Factual
  - Affirming
- Be available to attend Parent/Teacher interviews and when necessary contact parents promptly.

**5. In collaboration with the College Pastoral Deans, act as a Home Room teacher**

- Conduct the daily Home Room meetings and be present at all College assemblies
- Mark rolls daily and communicate information from daily bulletins
- Be a welcoming presence in the Home Room and playground
- Ensure that student diaries are maintained in good order and are used as a communication tool between the College and home
- Be in contact with the relevant Dean when the welfare of a student is compromised.

**6. Be actively involved with Heads of Department in the administration of each relevant subject discipline**

- Support the Heads of Department by being actively involved in
  - Curriculum planning and development
  - Keeping abreast of the statutory requirements of the Australian Curriculum
  - Writing work programmes when required.