



Position Title	Teacher
Reports To	Dean of Strategy & Operations / Head of Junior School
Location	All Souls St Gabriels School
Employment Conditions	As per the All Souls St Gabriels School Enterprise Agreement
Classification	Variable based on experience
Contact Officer	Dean of Strategy & Operations / Head of Junior School
Phone	07 4787 1433
Email	employment@allsouls.qld.edu.au

About All Souls St Gabriels School

All Souls St Gabriels School (ASSG) is an independent, co-educational, Pre-prep to Year 12 day and boarding school in the Anglican tradition. Located in Charters Towers, 130km southwest of Townsville, the School caters to students from all over Queensland and the Northern Territory. Charters Towers is an educational hub hosting several well-established boarding schools.

Our Mission

To nurture young people in the development of their mind, body, and spirit.

Our Vision

Shaping students who seize opportunities and have the skills, knowledge, and desire to contribute, lead, and serve.

Our Values

- **Integrity** - We are honest with ourselves and others; we listen to our conscience to do the right thing.
- **Respect** - We have respect for ourselves and others, history and tradition, and our environment.
- **Resilience** - We are encouraged to extend ourselves, to see every hardship, challenge, and error as a learning experience and an opportunity to grow.
- **Service** - Our School motto, *Severe regnare est* ("To serve is to reign"), inspires us to think beyond ourselves and to consider the needs of others and our community.

We are a School that actively promotes child-safe standards and is committed to upholding the safety and welfare of our young people as required under the Child Safe Organisation Act 2024.



Position Purpose

The Teacher is responsible for planning, delivering, and evaluating engaging and effective learning programs for students across one or more year levels, depending on the teaching context. The role supports academic achievement, personal development, and wellbeing through high-quality teaching, pastoral care, and active participation in the broader School community.

Organisational Relationships

Internal Relationships

- Headmaster or Delegate
- Senior Leadership Team
- Heads of Department / Curriculum Coordinators / Head of Curriculum (JS)
- Pastoral Care Coordinators
- Teaching and Support Staff
- Boarding Staff

External Relationships

- Students, parents and caregivers
- Queensland College of Teachers (QCT)
- Independent Schools Queensland
- Education authorities and relevant agencies
- External providers supporting student learning and wellbeing

What Success Looks Like

- High-quality teaching practice that improves student learning outcomes
- Positive, inclusive, and well-managed classroom environments
- Strong pastoral care supporting student wellbeing and development
- Effective collaboration with colleagues and School community
- Accurate and timely completion of administrative and reporting requirements
- Active contribution to co-curricular and School life
- Consistent adherence to School policies, professional standards, and WH&S obligations

Key Accountabilities

Professional Teaching and Learning

- Plan and deliver curriculum aligned with relevant guidelines and standards
- Apply effective pedagogy to meet diverse student learning needs
- Differentiate teaching to support varying abilities and learning styles
- Maintain up-to-date knowledge of curriculum, pedagogy, and teaching technologies
- Share resources and collaborate with colleagues to enhance teaching practice

Assessment and Reporting

- Design and implement purposeful assessment strategies
- Monitor and record student progress accurately
- Provide timely, constructive, and meaningful feedback to students
- Prepare and deliver clear, accurate reports to students and parents
- Use student data to inform teaching and improve outcomes



Student Pastoral Care and Behaviour Management

- Support the academic, social, and emotional wellbeing of students
- Build positive relationships that foster student confidence and engagement
- Implement pastoral care programs and School policies effectively
- Maintain orderly and respectful classroom environments
- Manage student behaviour proactively and consistently
- Liaise with relevant staff and parents regarding student concerns

Relationships and Collaboration

- Work collaboratively as part of a professional teaching team
- Communicate effectively with students, parents, and colleagues
- Maintain confidentiality and professionalism at all times
- Engage in reflective practice and continuous improvement
- Contribute positively to the School culture and community

Administration and Professional Responsibilities

- Complete administrative tasks accurately and within required timeframes
- Maintain appropriate records and documentation
- Attend staff meetings, professional development, and School events
- Participate in co-curricular and extracurricular programs
- Undertake supervision duties as required
- Model high professional standards in conduct, punctuality, and presentation

Workplace Health & Safety

- Comply with all Workplace Health & Safety policies and procedures
- Identify, report, and respond to Workplace Health & Safety risks and incidents
- Promote a safe learning and working environment

Extent of Authority

- Operates under the direction of the Headmaster or delegate
- Exercises professional judgment in teaching practice and classroom management
- Implements School policies, procedures, and curriculum requirements
- Responsible for the supervision, safety, and wellbeing of students in their care

Key Challenges

- Meeting diverse learning needs within the classroom
- Balancing teaching, administrative, and co-curricular responsibilities
- Managing student behaviour effectively and consistently
- Maintaining strong communication with multiple stakeholders
- Adapting to curriculum changes and evolving educational practices

Ideal Candidate

Mandatory Requirements

- Current Queensland College of Teachers (QCT) Registration
- Legal right to work in Australia



General Skills and Abilities

- Strong commitment to student learning and wellbeing
- Excellent communication and interpersonal skills
- High level of teaching competence and organisational ability
- Ability to work collaboratively and build professional relationships
- Flexibility and adaptability in a changing environment
- Strong integrity, professionalism, and ethical practice
- High level of digital literacy
- Effective classroom management skills
- Commitment to ongoing professional development

Acknowledgement

I have read, understood and agree to perform the duties and responsibilities set out in this position description.

Employee Signature: _____ Date: _____