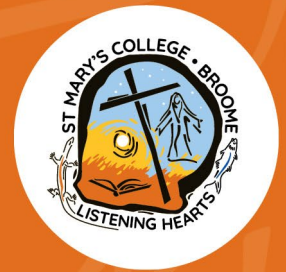


# Position Description & Duty Statement

Teacher - Primary



POSITION TITLE:	Teacher - Primary		
EMPLOYMENT TYPE:	Full Time	REPORTS TO:	Assistant Principal
CLASSIFICATION:	Teacher		
DATE LAST REVIEWED:	April 2024	APPROVED BY:	Principal, St Mary's College
ACCREDITATION LEVEL:	Accreditation to Teach in Catholic Education (Schools)		

## Our Mission

St Mary's College is a Catholic school situated in Broome that provides education from K-12 for parents who desire a Catholic education for their children. The College caters for the diverse educational, spiritual, and cultural needs of its students by promoting self-esteem and initiative. It offers them skills to take their place confidently in society while living according to Christian values.

## Our Core Values

### Courage

Upholding the Catholic faith and all Christian values and being true to ourselves.

### Love

Understanding differences with compassion and humility; accepting what has happened and being able to move on with unconditional forgiveness.

### Empathy

Listening, understanding, and communicating with others in the spirit of our college Motto – Listening Hearts.

### Acceptance

Appreciating each person and their story, valuing cultural differences, creating a safe, caring College and being inclusive of all.

### Resilience

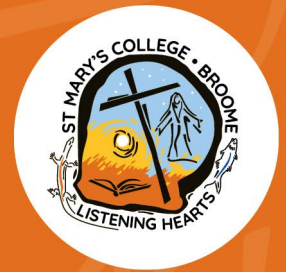
Being self-motivated, understanding our strengths and challenges, always giving our best and persevering in the face of adversity.

## Our Motto - Listening Hearts

We have empathy for each person's circumstances, hopes and dreams, and listen with our hearts to students, families, and staff.

# Position Description & Duty Statement

Teacher - Primary



## Purpose of Position

The Teacher plays an integral role in the education of students, with a focus to enhance outcomes of students through the delivery of rich and meaningful learning experiences, specific to their subject area(s). The Teacher is committed to the holistic care and growth of students within the College, underpinned by Catholic teachings and values.

The Teacher is primarily responsible for facilitating effective learning, focused on students' individual learning needs aligned to the curriculum and the College's Vision for Learning. The Teacher is passionate about creating a positive, engaging and trauma informed classroom learning environment that embodies Positive Behaviour Support practices (PBS) and high-quality teaching and learning practices and pedagogy with a focus on high expectations for all students. At St Mary's College we are committed to preparing students to be contributing global citizens, who are 21st century, life-long learners.

In our College environment teachers create welcoming and stimulating learning environments and are committed to managing student behaviour with dignity and respect for all students. We do this in a positive and restorative manner through a trauma informed lens. By teaching the expected behaviour, each student is supported to grow in knowledge and maturity, according to their potential, in all aspects of their lives.

The Teacher acts as a positive role model for others, and actively participates in mentoring, monitoring and actively engaging in the academic care and wellbeing of students. As an integral member of our community, the Teacher works collaboratively and builds strong partnerships with staff, students, parents and the wider community based on a foundation of trust, respect and confidence.

## Core Duties and Responsibilities

### Catholic Identity:

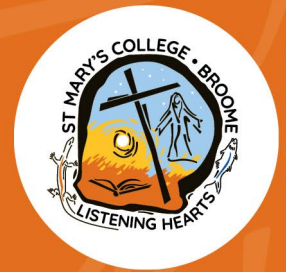
- Support the College in maintaining the Catholic ethos of the College and act in a manner that is supportive of the teachings of the Catholic Church
- Wholeheartedly embrace the culture and vision of the College
- Our teachers promote the mission and ethos of the College through modelling positive relationships, delivering structured classroom prayer, teaching the Religious Education units of work, participating in the liturgical life of the College, and attending mass in the parish.
- Teachers adhere to the Catholic Education Office of Western Australia's Code of Ethical Conduct.
- Support and provide modelling of the College's Mission and Vision.
- Provide pastoral care to students inspired by Gospel values.
- Bear witness to the Catholic faith in an overt and knowledgeable manner.
- Provide appropriate pastoral and faith experiences.
- Seek faith and liturgical opportunities to deepen their personal relationship with God.
- Teachers will maintain a positive learning environment through:
  - Preparing class liturgies, gospel assemblies and assembly items as required.
  - Assisting in key College events and sacramental programs as required.
  - Using Positive Behaviour Support to teach students correct behaviour standards.
  - Supporting all students within the classroom setting and provide pastoral care.

### Education:

- Keeping abreast of statutory requirements in curriculum expressed by the Catholic Education of WA, TRBWA and Government agencies.
- Being well prepared and ensuring varied lessons that align with the curriculum through excellent planning and programs that cater to the range of student abilities and interests.
- Setting realistic and challenging academic standards for student performance, this includes differentiating to cater for the range of abilities and diversity in the classroom.
- Providing data in relation to each student required for the College recording on SEQTA including up to date pastoral care records

# Position Description & Duty Statement

## Teacher - Primary



- Using data to inform our teaching and learning practices
- Providing constructive and positive feedback on student work.
- Writing student academic reports per guidelines and within published timeframes.
- Demonstrate excellent pedagogical skills with a flexible, collaborative, and student-centred approach, promoting student wellbeing and pastoral care.
- Demonstrate the capacity for innovative and creative teaching and learning in an exemplary manner.
- Provide opportunities for students to learn through an appropriate balance of inquiry-based learning and intentional teaching.
- Possess a comprehensive knowledge of the Western Australian Curriculum in multiple Learning Areas and SCSA.
- Demonstrate the ability to use assessment and continuous monitoring methods and tools to adjust teaching practices to cater for the needs of all students.
- Display excellent classroom management, organisational, interpersonal and communication skills.
- Demonstrate a high level of expertise in integrating digital technologies to enrich teaching and learning experiences.
- Promote, encourage and foster positive relationships through a trauma-informed, positive behaviour support (PBS) lens;
- Provide clarity so students' learning is visible, and expectations are clear.
- Programme thoroughly for an extended period, e.g. a unit of work, or follow the established programme.
- Present material in a variety of ways to maintain student interest and to achieve programmed objectives/outcomes.
- Must be capable of conducting remote online learning and teaching to ensure educational continuity for students.
- Report on student progress both: Formally - through the official reporting process (formative, summative and diagnostic assessments and Less Formally - through contact with parents via SEQTA, telephone, email, home visit or interview).
- Identify and cater for students who require Individualised Education Plans (including EAL/D Progress Maps, Personalised Support Plans and Behavioural/Pastoral Care Plans) and review them periodically.

### Community:

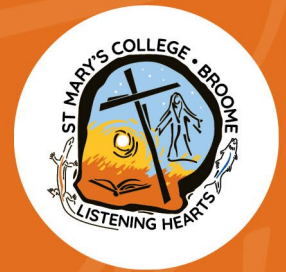
- Possess the ability to be agile and adaptive in working across a K-12 College.
- Be culturally responsive in a multicultural and diverse setting.
- Demonstrate an ability to lead by taking on roles within the College and being involved in extra-curricular activities.
- Implement with consistency and in an appropriate manner the College policy on positive behaviour support (PBS) through a trauma-informed lens with high expectations on restorative practice, student behaviour and high standards;
- Contact and support parents in their role as the primary educators and caregivers to their children.
- Assume a pastoral role for the students in the class by attending to the needs of each student and the group as a whole.

### Stewardship:

- Demonstrates evidence of relevant professional learning and involvement in professional activities.
- Have high expectations about students' ability to learn.
- Demonstrate the capability to work collaboratively with other staff to promote student learning and to enhance one's own teaching instruction and the learning culture of the College.
- Contribute in a positive manner to meetings.
- Attend the Parent/Teacher/Student nights and other meetings of parents and teachers.
- Attend those College functions specified by the Principal.
- Manage and maintain purchases made on behalf of the College and seek approval by a member of the Leadership Team before purchasing.
- Other duties as and when required.

# Position Description & Duty Statement

Teacher - Primary



## Selection Criteria Skills & Experience requirements

### Competencies:

- Willingness to identify with and support the Catholic ethos of the school.
- Demonstrate a strong understanding of curriculum content and evidence-based teaching practices with high expectations for all students, including individualised programming.
- Good interpersonal skills with students and adults.
- Well-developed written, oral and interpersonal skills.
- Demonstrated ability in using technology in the learning process.
- Deliver a quality learning program comprised of a differentiated curriculum that engages and challenges learners; and timely, individualised feedback Ability to work as an effective team member.
- Have an understanding of working in a trauma informed positive behaviour support (PBS) setting with high expectations for all students.

### Qualifications Required:

- Relevant 4 Year Tertiary Qualifications
- Current registration with Teachers Registration Board WA
- Current Working with Children Check.

### Experience Desirable:

- Experience with working with students from diverse multi-cultural and Aboriginal and Torres Strait Islander students and families.
- Current TAE40116 qualification.
- Current Surf Life Saving qualification.
- Current bus licence.

### Child Safe Framework

St Mary's College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment and adhere to, and comply with, the CECWA Child Safe Framework at all times.

### Code of Conduct

All staff at St Mary's College must adhere to the College Code of Conduct at all times (please see Staff Code of Conduct).

### Workplace Health & Safety

It is every employee's responsibility to:

- promote a safe and healthy working environment that complies with WHS requirements.
- take a shared responsibility to ensure the safety and well-being of self and others.
- utilise all protective equipment provided and as instructed.
- work in a safe manner while exercising due care and caution.