

Classroom Teacher

Location : Marian College Ararat

Classification : Teacher

Reports to : Principal, Leadership Team

STATEMENT OF DUTIES

Commitment to Catholic Education

- An understanding of the ethos of a Catholic school and its mission.
- A willingness to support the College's values, policies and procedures.

Classroom Teacher

Contemporary Teaching

- Employ a variety of Formative Engagement teaching strategies to effectively build student understanding and confidence as independent learners
- Develop a stimulating learning environment to cater for individual learning needs
- Understand and adhere to state and national course requirements including the standards of professionals practice – Australian Standards of Teaching – and the CECV
- Use the Marian College Classroom Expectations document (for staff) as a basis for your teaching
- Use the Student Learning Action Statement as the basis of your classroom expectations of students
- Give appropriate time to lesson planning and organisation
- Keep accurate records of student attendance
- Embrace the use of information and communications technologies to enhance learning
- Engage in learning progress discussions with students, TAs, Heads of House, parents
- Write formal academic reports that conform to the Marian College report writing guidelines and timelines
- Monitor the progress of each student and provide meaningful and regular feedback to each student on their progress

	<p>Curriculum Development</p> <ul style="list-style-type: none"> ● Plan, develop, review and evaluate curriculum in subject areas and at year levels which you teach ● Develop assessment instruments in a collegial manner ● Evaluate digital learning materials and make recommendations to subject coordinators about their implementation ● Create and evaluate online resources for the purposes of enriching the curriculum ● Attend faculty meetings as scheduled ● Maintain and update curriculum in your teaching areas on the L&T Portal <p>Professional Development</p> <ul style="list-style-type: none"> ● Take an active role in the Marian College Professional Learning teams ● Take an active role in the classroom observation process ● Construct an annual professional learning plan and regularly annotate progress ● Have current knowledge of curriculum initiatives in your teaching areas ● Commit to ongoing professional development in your teaching areas ● Be open to researching areas of interest relevant to directions provided in the school's strategic plan ● Continue development of ICT skills as technologies evolve ● Participate in the Annual Review Meeting (ARM) process ● Be an active member of a relevant professional association/network as time/distance permits ● Support collegial learning by acting as a mentor or supervising and supporting a student teacher after consultation with Hub Leaders
<p>Commitment to Child Safety</p>	<ul style="list-style-type: none"> ● A demonstrated understanding of child safety ● A demonstrated understanding of appropriate behaviours when engaging with children ● Be a suitable person to engage in child-connected work ● Must hold a current Victorian Institute of Teaching Registration (VIT) and must be willing to undergo a National Police Record Check ● Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety ● Assist in the provision of a child-safe environment for students ● Demonstrate duty of care to students in relation to their physical and mental wellbeing ● Exercise pastoral care through your teaching, the TA/House system

	<p>and other interactions with students in a manner which reflects Marian College values</p> <ul style="list-style-type: none"> ● Implement strategies which promote a healthy and positive learning environment
General Duties	<ul style="list-style-type: none"> ● Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures ● Attend school meetings and after school services/assemblies, sporting events, mass, community and faith days as required by the Principal ● Demonstrate professional and collegiate relationships with colleagues ● Support and be involved in the co-curricular program ● Proactively encourage students to participate in co-curricular activities ● Other duties as directed by the Principal
Skills/Attributes	<ul style="list-style-type: none"> ● Ability to work as part of a team ● Excellent interpersonal and communication skills ● Good oral and written communication skills, including ability to communicate with children, parents and the school community ● Ability to develop and maintain strong working relationships with key stakeholders ● Capacity to work to tight timelines ● Proven capacity to work independently ● Sound organisational skills including strong attention to detail ● Proven time-management skills ● Self-motivation