



ROLE DESCRIPTION

Leader of Wellbeing Years 3-6

ACCOUNTABLE TO:	Vice Principal
REPORTABLE TO:	Deputy Principal Primary
ROLE DEVELOPED:	September 2021

Role Outline

The Leader of Wellbeing Years 3-6 shares responsibility for the Catholic identity of the College and spiritual and faith leadership within the College Community, informed by the charism of Saint Marcellin Champagnat as an expression of the Gospel message of Jesus. The Leader of Wellbeing articulates the mission, ethos and educational goals of Newman College, and gives witness to the distinctive educational, moral and social purpose of the College within the evangelising Mission of the Church.

The Leader of Wellbeing Years 3-6 is responsible for the development and maintenance across the College Community of a shared understanding of, and commitment to, the enhancement of student and staff wellbeing. Central to this role is to be lead teacher with specific allocation to classroom responsibilities as determined by the Principal.

The Leader of Wellbeing Years 3-6 assists the Leader of Learning and the Senior Leadership Team in overseeing the work of the classroom teachers who understand wellbeing as both central to learning and an outcome of learning. It is multidimensional and characterised by feeling well and functioning well. Student resilience and wellbeing are understood as essential for both academic and social development and this is optimised by the provision of safe, supportive and respectful learning environments for students and staff in a College environment characterised by trust, respect and confidence. Confident, resilient community members with a capacity for emotional intelligence perform better academically and are better able to maintain healthy relationships and responsible lifestyles.

The Leader of Wellbeing Years 3-6 works closely with the Leader of Learning and the Senior Leadership Team to deliver a seamless curriculum PK to Year 2 through highly effective contemporary pedagogy, quality planning, professional learning and realising the advantages of a Pre-Kindergarten to Year 12 College structure. Monitoring, challenging and advising students is central to the role. The Leader of Wellbeing Years 3-6 contributes as required to key strategic, policy and management decisions relating to the wellbeing of the College Community.

In collaboration with the Deputy of Primary, Leader of Learning, and the Senior Leadership Team, the Leader of Wellbeing will contribute to the seamless transition of the PK to Year 2 Early Childhood Learning spaces, education, structures and processes as part of the integration into the new Primary campus at Lavalla. This integration will ensure an aligned Primary experience for students, staff and families from PK Year 6.

This role is full-time with a teaching load of 0.6 FTE.

In being both proactive and responsive to changes in the College's operating environment, the Principal may, from time to time, require the performance of other duties.

Key Accountabilities

1. Key Accountability One – Leader of Catholic Identity and Mission

The Leader of Wellbeing Years 3 - 6 is co-responsible for developing Catholic Identity and the educational mission of the College.

- 1.1. Gives personal witness to Catholic values in carrying out the day to day duties of the role and engaging students, staff and broader community in the Mission of Newman College as a Catholic school.
- 1.2. Actively leads prayer and works to promote the charism of Saint Marcellin Champagnat and the mission and life of the Catholic Church within the College.
- 1.3. Promotes and supports community outreach programs and social justice initiatives underpinned by Catholic Social Teaching and the Groome (1998) Praxis Model of See, Judge and Act.
- 1.4. Works with the Director Mission and Catholic Identity and the College Marist Ministry Team to develop and implement an effective plan for the spiritual and professional development of staff particularly in regard to faith formation, service ministry, social justice and liturgy.
- 1.5. Supports and contributes to the development of the Marist Association of St. Marcellin Champagnat in Western Australia.

2. Key Accountability Two – Leader of Learning

The Leader of Wellbeing Years 3 – 6 is responsible for building the capacity of the team to lead contemporary learning and teaching in safe and growth-promoting learning environments.

- 2.1. Promotes and gives leadership to the College's Vision for Learning and its guiding principles.
- 2.2. Works with the Vice Principal, Leaders of Wellbeing and classroom teachers, on the analysis of systematically gathered data on student performance and outcomes, including academic, attendance, behavioural outcomes and wellbeing.
- 2.3. Works with the Middle Leadership and Leaders of Wellbeing Secondary in implementing a whole of school Wellbeing and Behaviour Management Plan.
- 2.4. Identifies, refers, monitors and supports students at risk and those with challenging behaviours.
- 2.5. Assists and supports colleagues with positive management strategies.
- 2.6. Models and facilitates contemporary pedagogy and effective classroom practices.
- 2.7. The Leader of Wellbeing Years 3 - 6 holds an Accreditation to Teach Religious Education consistent with the CEWA Accreditation Framework.

3. Key Accountability Three – Develops Self and Others

The Leader of Wellbeing Years 3 - 6 demonstrates and develops in others effective interpersonal skills.

- 3.1. Identifies and encourages staff with leadership potential to further develop leadership capacity in the school.
- 3.2. Promotes teacher professionalism and encourages positive staff morale by contributing to and initiating team building processes.
- 3.3. Maintains a shared understanding of the realities and complexities of the contemporary Catholic workplace with processes in place for the development, monitoring and management of staff culture, morale and wellbeing.
- 3.4. Works in collaboration with the Middle Leaders and the Senior Leadership Team to support harmony between the academic program and the day to day organisation of spiritual and faith experiences for students and staff.

4. Key Accountability Four – Leader of Strategic Thinking, Improvement, Innovation and Change

The Leader of Wellbeing Years 3 - 6 contributes actively to change for the future, works strategically, influences policy and the identification of contemporary approaches to wellbeing and co – constructs new opportunities for wellbeing within the College Community.

- 4.1. Works with the Senior Leadership Team to implement the plan to consolidate PK-6.
- 4.2. Engages others effectively in generating new ideas and developing innovation and improvement.
- 4.3. Deepens the capacity across all levels of College leadership for strategic thinking, innovation and change management through professional learning opportunities.
- 4.4. Works strategically by distributing leadership to support effective improvement and change.
- 4.5. Motivates and works with others in addressing problems, modelling the effective management of complexities, ambiguities and dilemmas to enhance wellbeing across the College Community.
- 4.6. Engages with others to ensure best practice in utilising relevant measurement and reporting data including NAPLAN to inform learning.
- 4.7. Contributes to the leadership and development of the College Strategic Plan and relevant aspects of the College's Annual School Improvement Plan and Annual Report.

5. Key Accountability Five – Leading the Management of the College

The Leader of Wellbeing Years 3 - 6 exercises an astute understanding of change processes and appropriate stewardship of the school resources.

- 5.1. Works collaboratively with all school leaders to create shared structures that deliver educational, learning and faith development outcomes for all students.
- 5.2. Adopts a long-term view and coaches and mentors newly appointed leaders and teachers to ensure good systems, policies and processes for wellbeing and the effective management of the College.
- 5.3. Exercises good stewardship of College resources.
- 5.4. Serves as Chairperson of nominated committees and working parties.

6. Key Accountability Six – Engaging and Working with the Community

The Leader of Wellbeing Years 3 - 6 contributes to the development and maintenance of a College culture characterised by the safety of all, collaboration, consultation and engagement within and external to the College Community.

- 6.1. Develops and maintains structures and strategies for effective liaison, consultation, collaboration and partnership with parents with a focus on student wellbeing, safety and resilience.
- 6.2. Understands the broader community within which the College resides and is aware of the cultural, social and political characteristics that inform the needs of students, families and carers and the challenges they face.
- 6.3. Contributes to the development of a College environment that is welcoming, hospitable, life-giving and just.
- 6.4. Effectively leads and contributes to parent engagement forums on contemporary faith and learning initiatives.
- 6.5. Works closely with parishes, community and other agencies in promoting the health, safety and wellbeing of students and families.

EXPECTED BEHAVIOURS & ATTITUDES

All staff are responsible for:

- Actively working to promote the charism of Saint Marcellin Champagnat and the mission and life of the Catholic Church within the College;
- Actively supporting the Marist Association of Saint Marcellin Champagnat;
- Actively promoting the College's Evangelisation Plan;
- Actively supporting a child safety culture, with a zero tolerance for child abuse.
- Complying with:
 - Marist Schools Australia Policy Statements.
 - Newman College Policy Statements, Procedures and Code of Conduct for Staff;
- Adhering to workplace health and safety procedures and actively contributes to maintaining a safe, healthy and tidy environment;
- Maintaining open communication and works collaboratively with others within the College to foster team work and morale;
- Maintaining a commitment to continuously improve services and pursue excellence;
- Seeking opportunities for professional development.

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Leader of Wellbeing Years 3 - 6

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Principal



Date / /

Date