

## ROLE DESCRIPTION

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|-----------------------------|------------------------------------------------------|
| <b>ROLE TITLE</b>           | Secondary Teacher                                    |
| <b>INDUSTRIAL AGREEMENT</b> | <i>WA Catholic Schools Enterprise Agreement 2023</i> |
| <b>ACCOUNTABLE TO</b>       | Vice Principal                                       |
| <b>DIRECTION FROM</b>       | Leader of Learning                                   |

## MISSION STATEMENT

Newman College is a PK-12 Catholic school that educates students in the Marist tradition and endeavours to lead students to know and love Jesus Christ. With Mary as our model in faith, we encourage students to grow into the fullness of their humanity in an educational environment where they feel welcome, accepted and valued.

## ROLE OVERVIEW

Secondary Teachers are integral members of a dynamic and committed team focused on fostering the academic and personal growth of students in their care. Teachers must possess a deep understanding of their subject area and demonstrate effective teaching methodologies aligned with current curriculum standards.

Teachers are responsible for creating a supportive and challenging educational environment that nurtures student engagement and achievement throughout the academic year. All teaching staff are expected to meet the "Proficient Level" requirements outlined by Teaching Registration Board Western Australia, Professional Standards.

## 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 teamwork and morale;
- Maintaining a commitment to continuously improve services and pursue excellence;
- Seeking opportunities for professional development.



## ROLE RESPONSIBILITIES

### Catholic Identify and Mission:

- 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.
- 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.
- Promotes and gives leadership to social justice initiatives and community service.
- Supports and contributes to the development of the Marist Association of St Marcellin Champagnat in Western Australia.
- Contributes to the development of a college environment that is welcoming, hospitable, life-giving and just.
- Ensure the underlying values of the college Mission are embedded within practice in the classroom
- Works with the Leader Mission and Catholic Identity in leading and supporting the prayer, sacramental and liturgical life of the college through music performances at events.

### Teaching and Learning:

- Responsible for the coordination and delivery of quality teaching and learning in safe and growth-promoting learning environments.
- Actively promotes a learning culture and environment consistent with the foundational values and principles for learning and teaching as per the College Vision for Learning.
- Ensures the faithful delivery of the Australian Curriculum and a sustainable co-curricular program that meets the interests of students and is compliant with all statutory requirements.
- Ensures that reporting on student achievement is consistent with the College Vision for Learning, meets the needs of all stakeholders and complies with SCSA and Australian Government requirements.
- Models a culture of reflective practice characterised by robust, evidence-based professional dialogue.
- Acknowledge the diverse nature of students on their journey as lifelong learners
- Deliver teaching and learning which is student driven, data informed and challenges all learners.
- Provide timely, targeted, formative feedback that promotes learning growth and excellence.
- Create learning environments that maximise discussion, collaboration and feedback that personalises learning for each student.
- Co-learn with students to provide an innovative learning and experience.
- Adopt a shared approach to the learning growth of all students.
- Facilitate student-centred opportunities for creative, innovative, and authentic learning experiences.
- Deliver a flexible and adaptive pedagogy that caters for diverse needs.
- Enact a wide instructional range and contemporary approaches to assessment to track learning growth and attainment.
- Promote a safe and supportive classroom environment.

### Develop Self and Others

- Challenge themselves to reflect and evaluate their professional goals to continually grow as educators through research into current theories and contemporary pedagogies
- Commit to setting professional goals, sharing their practice and receiving feedbacks to improve their pedagogy
- Collaboration between teachers contributes to school improvement and student success. Teachers share their practice, learn from, and have a positive impact on each other.
- Partner with parents to understand the learning needs of their children
- Value professional growth and development as an integral part of their vocation.



- Celebrate the social emotional development and learning growth of students and their contribution to the college community.
- Identify leadership attributes in students, listen and respond to student voice and value effort as a precondition for learning growth.

### **Strategic Thinking, Improvement, Innovation and Change**

- Works with the Deputy Principal Secondary, Student Leadership Coordinator to develop new ideas, think and plan strategically, and create a culture and practice of continual improvement, transformation, and sustainability with a focus on learning gains for all students.
- Contributes to the development of effective team functioning and change management, delivering sustainable improvements in students' learning outcomes, pedagogy and workplace satisfaction.
- Contributes to the development and implementation of the College Strategic Plan and relevant aspects of the College's Annual Improvement Plan.
- Promotes the image and profile of the College in the community.

### **Contributing to the Management of the College**

- Contributes to the development, implementation and integration of technology systems and structures.
- Ensure systems and processes are optimised for efficiency and effectiveness whilst seeking ways to continually improve such systems and processes
- Exercises good stewardship of College resources.

### **Engaging and Working with the Community**

- Engages with College stakeholder groups in decision making processes as required.
- Contributes to collaborative processes that build relationships and promote shared commitment, partnership, and a sense of achievement.
- Maintain and promote the principles of Occupational Safety and Health within the workplace in accordance with the college policy, including taking appropriate action in relation to identified hazards and risks to ensure the safety of self and others.
- Always maintain and promote the principles of the college Code of Conduct, including taking appropriate action in relation to any breaches of the Code of Conduct to ensure the safety and wellbeing of students, self and others.
- Promotes and supports parents' roles and involvement in their children's learning and in the college's life and practices.
- Take an active part in the co-curricular aspects of college life.

### **General**

- Strong organisational and communication skills.
- Ability to work collaboratively with diverse stakeholders.
- Demonstrated leadership and problem-solving abilities.
- Proficiency in budget management and administrative tasks.
- Passion for promoting student involvement and fostering a positive school culture.
- Promote the life story and charism of the Guild Patron
- Work Cooperatively with the Deputy Principal Secondary and Student Leadership Coordinator

## **EXPECTED BEHAVIOURS & ATTITUDES**

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- 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 (MSA) Ltd Policy Statements
  - Newman College Policy Statements, Procedures
  - Newman College Code of Conduct for Staff
- Adhering to workplace health and safety procedures and actively contribute to maintaining a safe, healthy and tidy environment.
- Maintaining open communication and work collaboratively with others within the College to foster teamwork and morale.
- Maintaining a commitment to continuously improve services and pursue excellence.
- Seeking opportunities for professional development.

## ROLE CRITERIA

### Essential Criteria:

- Appropriate teaching qualifications and current registration with Teacher Registration Board of Western Australia (TRBWA)
- Hold a current Work With Children card
- Experience in and a preparedness to contribute to the School's camping, retreat and extra-curricular programs.
- High levels of skill in teaching, with a willingness to innovate in order to find better practices
- Appropriate teaching qualifications and current registration with Teacher Registration Board of Western Australia (TRBWA)