



FOUNDED 1846

## Launceston Church Grammar School

### Position Description

<b>Position Title:</b>	Early Learning Teacher
<b>Position Reports To:</b>	Head of Junior Campus
<b>Department:</b>	Teaching
<b>Location:</b>	Junior Campus (Broadland)
<b>Employment Status:</b>	Temporary Part-time (0.6 FTE for 2014)
<b>Award Classification:</b>	As per the Educational Services (Teachers) Award 2010
<b>Date reviewed:</b>	4 April 2014

### Purpose of Position

A Teacher assists and directs the work of student groups and individual students to promote learning and improve student outcomes through:

- Direct teaching contact with students
- The provision of coherent and planned lessons and learning activities
- Participation in other teaching related activities, and the performance of additional duties allocated by the Head of Junior Campus in accordance with guidelines established by the Headmaster.

## About the Junior Campus

Launceston Church Grammar School is an Independent School affiliated with the Anglican Church. The Junior Campus enrolls students from Early Learning through to Grade 6. The School has a strong emphasis on Christian values and a time-honoured tradition of quality and excellence in education. It is committed to the holistic development of all students and individuals.

## Knowledge and Experience Requirements (Selection Criteria)

### Essential

The successful candidate will need to provide evidence of:

- Minimum qualification is completion of Bachelor of Education; from a recognised tertiary institution with the relevant area of major study ie Early Childhood Education.
- Exemplary skills in the teaching of literacy and numeracy.
- Demonstrated high quality classroom teaching skills.
- Demonstrated high level of knowledge of the relevant key learning areas and the way students learn.
- Ability to incorporate the teaching of literacy and numeracy skills as an integral part of the key learning area or age group which is being taught.
- Ability to assess, monitor and track student achievement; and to provide written and verbal reports to parents which keep them regularly and fully informed of their child's/children's progress.
- Ability to develop constructive relationships with students and engender positive attitudes to learning.
- Ability to successfully implement and evaluate curriculum initiatives.
- Demonstrated skill in using computers as a learning technology in the classroom to enhance the individual learning opportunities for students.

- Ability to contribute to the identification of student learning needs and a commitment to the development and implementation of programs in accordance with the School's Strategic Academic Plan.
- Capacity to respond at the School level to emerging educational needs and priorities.
- Demonstrated commitment and capacity to actively contribute to a broad range of School activities as a member of the School team.
- Demonstrated capacity to reflect critically upon their professional practice with a view to continual improvement of the quality of their teaching and capacity to enhance student's learning.
- Demonstrated high level communication and interpersonal skills when relating to students, parents and other teachers
- Demonstrated exemplary values and attitudes appropriate to responsible professional practice and the intellectual, physical, spiritual, emotional and social development of students.

#### Desirable

- Previous experience in music would be desirable

#### **Key Tasks and Duties**

The holder of this position is required to:

- Undertake direct teaching of student groups and individual students as determined by the Head of Junior Campus
- Undertake other non-teaching supervisory duties
- Participate in activities such as Parent/Teacher meetings, staff meetings, camps, excursions and other activities as directed
- Contribute to the development, implementation and evaluation of curriculum programs within the School

- Participate in School decision making processes and Professional Development activities
- Undertake other classroom teaching related and organisational duties as determined by the Head of Junior Campus
- Contribute to co-curricular programs and sporting activities of the School as determined by the Head of Junior Campus.

## **Key Responsibilities**

### **Workplace Health and Safety (Worker)**

As an employee of Launceston Church Grammar School, while at work you must:

- Take reasonable care for your own health and safety; and
- Take reasonable care that your acts or omissions do not adversely affect the health and safety of others; and
- Comply, so far as you are reasonably able to, with reasonable instruction provided by the School; and
- Co-operate with reasonable policy and procedure relating to health and safety at the workplace that has been notified to staff by the School.

Specific terms of reference can be found in Clause 28 the Work Health and Safety Act 2012 (Tasmania).

## **Conditions of Employment**

Specific conditions of employment are derived from the National Employment Standards 2010, the Educational Services Teachers Award 2010, the Launceston Church Grammar School (Teachers) Enterprise Agreement, School policies and procedures as documented in the Staff Handbook. The NES, Award and Enterprise Agreement can be viewed by visiting [www.fwa.gov.au](http://www.fwa.gov.au).

### **Salary**

Salary is paid as per the Award and Enterprise Agreement scale.

## Teacher Registration

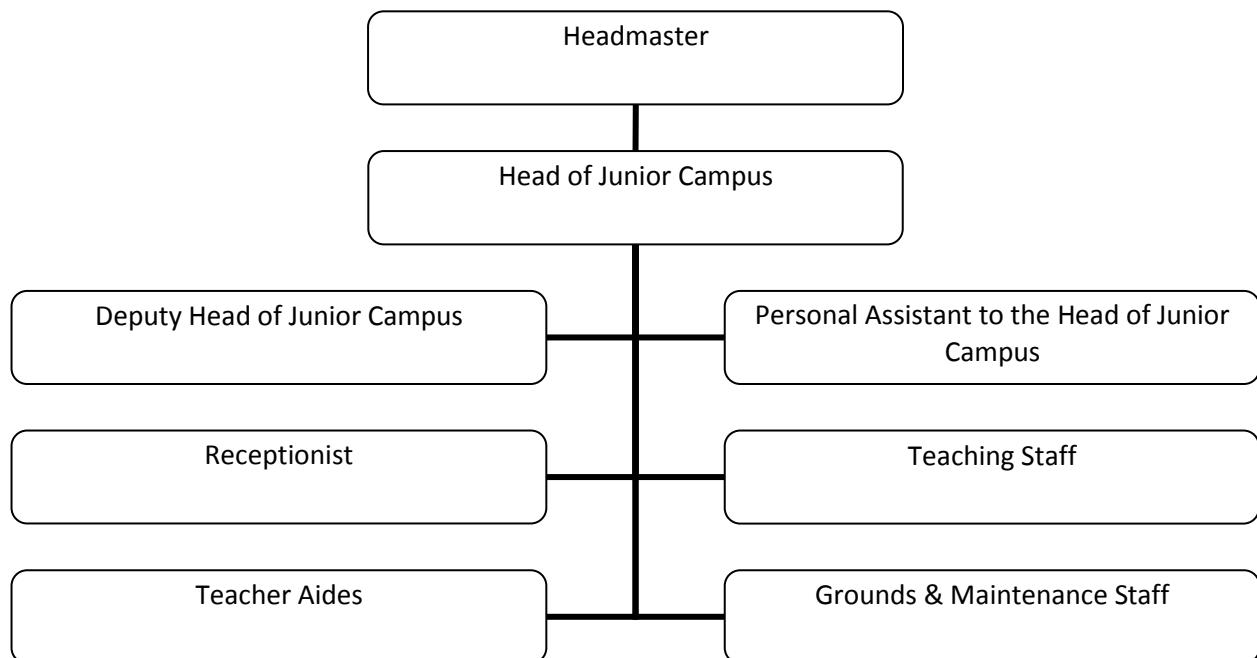
Tasmanian Teacher Registration must be complete before a teacher commences at Launceston Church Grammar School. Please note this process may take up to six weeks.

## National Police History Record Check

Employees of the School are required to undergo a National Police History Record check under the legislation applying to teachers in Tasmanian Schools. For a teacher this typically forms part of the registration process.

## Relationships

Organisational Chart (Extract)



Number of Direct and Indirect Reports: Nil

Reporting to the Head of Junior Campus, this position works closely with Teaching, Teaching Support and the General Staff of the School.