

Role Description – CLASSROOM TEACHER

Updated December 2023

Reports to	Main working relationships with	Duration of Role
Principal	Principal, Deputy Principals, Wellbeing, Leadership Team, Teachers, LSO's and Administration	
Overall Role	Key Areas of Responsibility	Specific Tasks
To collaboratively educate all our children to high levels, inspired by Christ and our Catholic Faith & Tradition.	Primary Objectives	<ul style="list-style-type: none"> • Provide students with a rich and rewarding educational experience • Develop a stimulating learning environment by using a variety of styles and approaches to cater for individual learning needs • Cater curriculum to a range of educational abilities with consideration for individual learning needs • Understand and adhere to state and national course requirements including the standards of professional practice – Australian Standards of Teaching AITSL • Employ a variety of effective and research-based teaching strategies to effectively implement the curriculum • Adopt Inclusive Practices to support all learners with their academic and social/emotional needs • 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 • Embrace a collaborative, team-based approach to teaching and learning • Engage in learning progress discussions • Write formal academic reports that conform to report writing guidelines • Monitor the progress of each student and provide meaningful and regular feedback to each student on their progress • Liaise with appropriate support staff in the implementation of the curriculum
	Pastoral Care and Child Safety	<ul style="list-style-type: none"> • Provide students with a child-safe environment • 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 • Proactively monitor and support student wellbeing • Exercise pastoral care in a manner which reflects school values • Implement strategies which promote a healthy and positive learning environment • Attend year level meetings as scheduled • Attend school liturgical celebrations, as required • Attend school organised activities relevant to year level, as required

	<ul style="list-style-type: none"> • Undertake and participate in annual Child Safety training including Mandatory Reporting, DDA and DSE Modules
Curriculum Development	<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 unit leaders about their implementation • Create and evaluate online resources for the purposes of enriching the curriculum • Attend PLT meetings as scheduled
Professional Development	<ul style="list-style-type: none"> • 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 • Have a strong commitment to school priorities and policies related to PLC, RtI, Play is the Way and the New RE Awakenings • Continue development of ICT skills as technologies evolve • Participate in the staff appraisal process • Be an active member of a relevant professional association as duties permit • Support collegial learning by acting as a mentor or supervising and supporting graduates or student teachers after consultation with school leaders • Participate in coaching conversations and opportunities, as identified by the individual, the Learning and Teaching leader or the Learning Diversity Leader
Catholic Identity	<ul style="list-style-type: none"> • Promote a commitment to recontextualising the Catholic faith tradition in the local context; • Ensuring Catholic Social Teaching is evident in teaching and learning experiences across the curriculum and with school based initiatives to justice, peace and ecological conversion. • Attend school masses and faith based events in accordance with required staff commitments • Maintain RE accreditation requirements through ongoing professional learning or spiritual experiences that are approved by CECV
General and Administrative 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 • Maintain currency of first aid, mandatory reporting and anaphylaxis training • Form positive relationships with students, parents and colleagues • Demonstrate duty of care to students in relation to their physical and mental wellbeing • Participate in duty supervision as rostered and other supervision duties when required • Demonstrate professional and collegiate relationships with colleagues • Uphold the professional standards expected of a teacher • Attend Professional Learning Sessions meetings • Other duties as directed by the Principal