



POSITION DESCRIPTION

Classroom Teacher – Early Learning to Year 5 (casual)

Environment:

Scotch Oakburn College is an independent, open entry day and boarding school of approximately 1,270 students from Early Learning through to Year 12, in association with the Uniting Church in Australia. The College employs a team of 300 dedicated professional staff.

Our College has three campuses:

- **Elphin Campus**, located in the inner eastern suburbs of Launceston and home to our Junior School (Early Learning (3yrs) to Year 5) as well as our Boarding House of approximately 75 students who come to us from intrastate, interstate and international locations.
- **Penquite Campus**, located 2.5km from our Elphin Campus and home to our Middle School students (Years 6-8) and Senior School students (Years 9-12).
- **Valley Campus**, located in the Fingal Valley just over an hour's drive from Launceston and the hub of our Education Outdoors and Environment Centre.

Scope of the Position:

This position is based on our Elphin Campus in the Junior School.

All teachers work collaboratively in a team committed to building exciting learning environments that engage and challenge young learners. Scotch Oakburn delivers the Australian Curriculum through innovative learning programs designed to cater for the learning needs and personal development of each student.

Classroom teaching positions involve full responsibility for the pastoral care and learning programs of a Primary or Early Learning class. Classroom teachers are members of a team which include Music, Health and PE, eLearning, conneXions, Visual Arts, Drama, LOTE, and Learning Support Teachers.

Reports to:

Head of Junior School.

Key Result Areas:

The following Key Result Areas guide the work of our College staff team and provide a holistic view of factors critical to the College's ongoing success and long-term sustainability.

1. Learning
2. Wellbeing
3. Community
4. Capacity

Attitudes and Personal Qualities:

All Scotch Oakburn College staff must be able to demonstrate the capacity and willingness to embrace the attitudes and personal qualities that underpin the working culture of our Scotch Oakburn College staff team:

Attitudes

- Supportive of the ethos of the College

- Understanding and supportive of all College staff
- Demonstrated maturity and capacity to relate to others in a positive and professional manner
- Adherent to all legal and professional obligations including occupational health and safety guidelines and duty of care
- Adherent to all College policies and practices
- Preparedness to be actively involved in our College community
- Demonstrated commitment to professional development
- An effective and positively contributing team member

Personal Qualities

- Honest, trustworthy and ethical
- Friendly and approachable
- Considered, thoughtful and careful
- Reliable and punctual
- Flexible
- Energetic, pro-active and demonstrated initiative
- High-level interpersonal and communication skills
- A good role model (language, dress, grooming, hygiene, integrity)

Duties and Responsibilities:

1. All members of the teaching staff will perform such professional duties as are assigned by the Principal from time to time.
2. All teaching staff are expected to be involved in co-curricular activities and involvement would reflect the teaching load.
3. All members of the teaching staff are required to attend staff meetings that are called from time to time by the Principal or Head of School. Such meetings take precedence over all other activities in the life of the School.
4. A member of the teaching staff will teach across year groups and ability levels as required by the Principal within the limits of his/her professional experience and expertise.
5. A member of the teaching staff will support the Christian values of the school which are according to the practices of the Uniting Church in Australia and will attend such services of worship and such assemblies of students as requested by the Principal or Head of School.
6. A member of the teaching staff will teach classes, subject programs, maintain a program of assessment of students and keep such assessment records as are required by the College.
7. Unless exempt under any of the College's policy you must receive as soon as reasonably practicable any booster doses of a COVID-19 vaccine as recommended by the Australian Technical Advisory Group on Immunisation (ATAGI).
8. You must at all times hold, maintain and produce evidence as required as to your vaccination status.

Conditions of Employment:

1. General employment conditions, including salary, applying to all teaching staff at Scotch Oakburn College are described in the *"Scotch Oakburn College (Teachers) Enterprise Agreement"* and the *National Employment Standards (NES)*.
2. Further employment conditions, including the College's policies and procedures, as introduced and/or varied from time to time.
3. A pre-requisite for Scotch Oakburn College being able to employ a teacher is that he or she is a registered teacher with the Teachers Registration Board, Tasmania, or holds a Limited Authority

to Teach from the Teachers Registration Board, Tasmania. A copy of the Certificate of Registration must be provided by the teacher to the College prior to commencement.

4. The College places a high priority on Workplace Health and Safety and as such, all employees must:
 - to the best of their experience and knowledge, provide risk management information, as requested by their manager;
 - make risk prevention a priority whilst undertaking daily tasks in the College's operations;
 - perform duties in a manner which is without an unacceptable level of risk to their own health and safety, other employees, students or the College community in general; and
 - report any illness, injury, hazard, near miss or incidents and losses as soon as they are detected to your supervisor and via the College's Incident and Accident reporting systems which are available on The Dash.
5. A pre-requisite for Scotch Oakburn College being able to employ a teacher is that he or she holds a current first aid certificate from a recognised training body. The teacher must provide a copy of the Certificate to the College prior to commencement.

Professional and Ethical Behaviour:

All members of staff are expected to observe all College's policies and procedures in particular, the Scotch Oakburn Code of Professional Conduct.

Key Selection Criteria:

1. Registered as a Teacher with the Tasmanian Teachers Registration Board.
2. Early Childhood qualification is required for an Early Learning class position.
3. Passion for inspiring, guiding and supporting young children in realising their potential.
4. Demonstrated ability to maintain ongoing communication with parents about their child's learning/progress and to build constructive working partnerships with families.
5. Demonstrated ability to provide dynamic and pro-active educational leadership in a co-educational environment.
6. Ability to contribute positively to the College's co-curricular program.
7. Demonstrated capacity to provide innovation in education.
8. Capacity to implement personalised learning strategies within the framework of the overall strategic learning goals of the College.
9. The ability to encourage teamwork and be part of a committed team.
10. Demonstrated high-level interpersonal and communication skills.
11. Demonstrated commitment to personal professional learning.
12. An understanding of contemporary research in teaching and learning pedagogy and pastoral welfare.
13. A strong understanding of learning technologies and their application to enhance learning.

14. A capacity and willingness to embrace the College's Learner Attributes as well as an understanding of contemporary research in teaching and learning pedagogies. An understanding of the Reggio Emilia approach is advantageous.
15. An understanding and commitment to the College's policies in relation to Child Safety.
16. Current HLTAID012 first aid qualification (Provide First Aid in an Education or Care Setting).