



## LA SALLE COLLEGE ROLE DESCRIPTION

Teacher

---

ACCOUNTABLE TO:	Vice Principal through the Leader of Learning
EMPLOYMENT CONDITIONS:	The Roman Catholic Archbishop of Perth Teachers Enterprise Bargaining Agreement 2015
LEVEL / STEP:	According to experience and qualifications

---

### LA SALLE COLLEGE MISSION

In keeping with the tradition begun by John Baptist de La Salle, La Salle College is committed to providing a quality education for the whole person within a Catholic community. The foundations upon which our College is built are:

- A strong sense of community
- A rich pastoral care system
- A nurturing spiritual environment
- A commitment to excellence

### ROLE OUTLINE

The Teacher is in a unique position to enhance outcomes of students through the delivery of rich and meaningful learning experiences and is committed to the holistic care and growth of students within the College, underpinned by Catholic teachings and values.

The Teacher is primarily responsible for facilitating effective learning, focused on students' individual learning needs aligned to the curriculum and the College's Vision for Learning. Within the role, the Teacher effectively coordinates a pastoral care group and is a proactive member of the pastoral care team. The Teacher acts as a positive role model for others, and actively participates in mentoring, monitoring and actively engaging in the academic care and wellbeing of students.

As an integral member of our community, the Teacher works collaboratively and builds strong partnerships with staff, students, parents and the wider community based on a foundation of trust, respect and confidence.

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

### 1.0 CATHOLIC IDENTITY AND MISSION

- 1.1 Gives personal witness to Catholic values in their day-to-day duties and engages students, staff and the community in the mission of the College as a Catholic school
- 1.2 Promotes and integrates Catholic Values through their teaching
- 1.3 Understands and upholds the values and expectations as described in the College's Code of Conduct and the Code of Professional Conduct
- 1.4 Actively promotes student engagement with the College values and expectations as described in the Student Code of Conduct
- 1.5 Works collaboratively with staff to ensure the Christian religious perspective is embedded in all teaching and learning process and in all College activities
- 1.6 Acts as a positive role model of Christian values
- 1.7 Shares in the planning and organisation of appropriate prayer, reflections and liturgies for class, school and staff
- 1.8 Contributes to the promotion of a team spirit among the staff by genuinely caring for each other, sharing success and disappointment relating to classroom management and teaching strategies, meeting socially when appropriate etc.
- 1.9 Takes ownership, participates and engages in Faith formation
- 1.10 Have completed, or have made progress towards completing a minimum of Accreditation to Teach in a Catholic School

### 2.0 TEACHING AND LEARNING

- 2.1 Actively promotes the College Vision for Learning as the foundational values and principles for learning and teaching
- 2.2 Maintains a thorough and contemporary knowledge of the subjects they teach and utilises effective teaching strategies to develop engaging learning activities
- 2.3 Engages students in rich learning experiences that facilitate understanding, discovery, reflection and application
- 2.4 Works in collaboration with colleagues to plan and organise content into coherent, well-sequenced programs that meet the requirements of the WA SCSA curriculum
- 2.5 Works collaboratively with colleagues and subject specialists to design and implement resources and experiences that enhance student learning, problem-solving, critical and creative thinking (e.g. trans-disciplinary and problem-based experiences, integrating technology etc.)
- 2.6 Appropriately utilises a range of assessments that promote learning and reflection in students
- 2.7 Sets and maintains clear behavioural and learning expectations for students to promote learning as a rich and lifelong experience in line with the College's policies and procedures
- 2.8 Understands and implements effective differentiated approaches for teaching that enables personalised learning and connectedness to the College based on a deep understanding of individual student needs
- 2.9 Works with leaders of the College to create and maintain a safe, vibrant and secure learning environment for students and staff
- 2.10 Supports the wellbeing strategy of the College through exemplary classroom practice, providing a high level of pastoral care, and by communicating and distributing relevant information about

wellbeing to students, parents and the wider community as applicable

- 2.11 Enacts your Duty of Care for students and communicates regularly with applicable parties as required for both wellbeing and academic matters

### 3.0 BUILDING THE CAPACITY OF SELF AND OTHERS

- 3.1 Demonstrates a growth mindset and proactively seeks to extend knowledge aligned to the AITSL Professional Standards through professional learning, collaboration with colleagues, research and participation in external professional networks and events
- 3.2 Maintains a Growth Plan that includes strategies for skilling in the various accountabilities of the role description and supports professional development goals and career path planning
- 3.3 Provides written reflections for professional learning, as part of the annual Growth Plan process to support the achievement of professional goals
- 3.4 Participates in training, preparation and practice for responding to accidents, emergencies or other threats to safety or security of student, staff or other members of the College community
- 3.5 Supports colleagues in their ongoing professional learning journey by sharing resources and expertise, providing constructive feedback, team-teaching and/or peer-coaching or mentoring

### 4.0 MANAGEMENT WITHIN THE COLLEGE

- 4.1 Understands and works within college policies and practices and raises concerns or breaches with applicable parties
- 4.2 All marking requirements for student work, assessment tasks and examinations are completed, and feedback is provided to students in an effective, professional and timely manner
- 4.3 Academic and wellbeing reporting requirements are completed in an accurate, timely and efficient manner
- 4.4 Sets and applies clear expectations for students in support of the College uniform and conduct standards and monitors this on a daily basis
- 4.5 Ensures that roll marking procedures for attendance are fulfilled
- 4.6 Monitors absentee rates of individual students and responds appropriately
- 4.7 Maintains accurate records of communication through SEQTA in relation to student issues and ensures the security and confidentiality of information
- 4.8 Supports the administrative needs of leaders within the College as required, when preparing for programs and events outside normal routines
- 4.9 Participates in Child Protection and Mandatory Reporting training on an annual basis and reports any matters relating to Child Protection directly to the Principal
- 4.10 Works collaboratively with community members to promote and support a positive attitude towards environmental sustainability and social responsibility programs

### 5.0 INNOVATION AND STRATEGIC MANAGEMENT

- 5.1 Contributes to the development of policy, procedures and processes and provides recommendations to Leaders of Learning for improvement
- 5.2 Undertakes strategic planning of lessons and programs, to contribute to a culture and practice of continual improvement with a focus on learning outcomes for all students

- 5.3 Incorporates contemporary, well-researched learning strategies into classroom practice
- 5.4 Actively participates in College working parties focused on improving learning outcomes, and the overall wellbeing of students

## 6.0 ENGAGING AND WORKING WITH THE COMMUNITY

- 6.1 Builds and maintains strong working partnerships with students, staff, parents and the wider community focused on student achievement, wellbeing, safety and resilience through structured effective communication and consultation
- 6.2 Contributes to the organisation and administration of year level activities including Retreats, Reflection Days and fundraising activities
- 6.1 Contributes wholeheartedly to the life of the College, including involvement in extra-curricular activities
- 6.2 Takes ownership, participates and engages students in House initiatives and student community activities both within the College and externally
- 6.3 Is accessible at reasonable times to students when assistance or guidance is sought
- 6.4 Responds to parent enquiries in a professional, timely and efficient manner
- 6.5 Attends parent-teacher-student meetings, information evenings and other College community events as required
- 6.6 Actively participates in the life of the Church and to have a pastoral concern for each individual student
- 6.7 Actively contributes to a culture of charity and justice within the school, as would be expected in a Christian community
- 6.8 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

## SELECTION CRITERIA

The individual appointed to the position of Teacher must:

- Demonstrated support of the ethos and values of a Catholic College with the capacity to lead by example
- Experience in developing and enacting authentic, innovative and engaging learning experiences in support of academic and wellbeing objectives
- Demonstrated effective Duty of Care for students in line with policy and procedures
- Demonstrated ability to guide and support students at various stages of development and foster the development of leadership capacity in students
- An exemplary record of professional conduct including maintaining appropriate confidentiality
- Have the capacity to maintain accurate and complete records and effective administration and organisation of activities related to the role
- Be a productive and collaborative member of a school education community
- Develop and sustain quality professional relationships, using effective communication and interpersonal skills
- The ability to integrate technology to enhance learning outcomes
- A track record of ongoing personal and professional growth and development
- Hold and maintain a Working with Children Check and TRBWA registration
- Have completed or made progress toward completing a minimum of Accreditation to Teach in a Catholic School

### DOCUMENT CONTROL

Version: 0.0 Reviewed: Aug 2020 Next Review: Aug 2021 Reviewed By: HR