



St Anne's College is a Catholic Learning Community fostering a life of faith, wisdom and learning, inspired by a loving God

Selection Criteria: Casual Relief Teacher

We anticipate that experienced **primary or secondary** teachers interested in these roles will be able to demonstrate:

- A commitment to Catholic education and to the safety and wellbeing of children.
- A passion for innovative collaborative learning and teaching
- An understanding of Inquiry learning theory and practice and application of that knowledge in leading school improvement
- To integrate digital technologies with the curriculum
- A community builder with a commitment to developing strong family-school partnerships
- The resilience and flexibility to respond to the emerging needs of schooling in today's world
- Capacity for P-12 thinking
- A track record of ongoing personal and professional learning
- Accreditation to teach Religious Education
- Registration with the Victorian Institute of Teaching (V.I.T.)

Successful applicants will have a demonstrated commitment to Catholic education and to the safety and wellbeing of children.

Role description

Contemporary Teaching

- Develop a stimulating learning environment by using a variety of styles and approaches to cater for individual learning needs
- Understand and adhere to state and national course requirements including the standards of professional practice – Australian Standards of Teaching – and the CECV
- Employ a variety of effective teaching strategies to effectively implement the curriculum
- Give appropriate time to lesson planning and organisation
- Understand state and national course requirements
- Keep accurate records of student attendance
- Embrace the use of information and communications technologies to enhance 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

- 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 meetings as scheduled
- Attend all school assemblies
- Attend school liturgical celebrations
- Attend school organised activities relevant to house or year level, as required

Curriculum Development

- Plan, develop, review and evaluate curriculum in subject areas and at year levels which you teach
- Develop assessment instruments in a collegial manner where whole group testing takes place
- Evaluate digital learning materials and make recommendations about their implementation
- Create and evaluate online resources for the purposes of enriching the curriculum
- Attend Professional Learning Team meetings as scheduled

Professional Development

- Have current knowledge of curriculum initiatives
- 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
- Continue development of ICT skills as digital 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 a student teacher after consultation with the principal

Co-Curricular Involvement

- Support and be involved in the co-curricular program
- Proactively encourage students to participate in co-curricular activities
- Act as a role model for participating students
- Keep accurate records of student attendance and participation within the co-curricular activity
- Create and maintain a safe environment in which students may enjoy their participation
- Oversee the provision and care of relevant equipment materials and first aid requirements

General and Administrative Duties

- 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
- Demonstrate duty of care to students in relation to the physical and mental wellbeing
- Attend all relevant school meetings and after school services/assemblies, sporting events, mass, community and faith days as well as professional learning opportunities
- 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
- Other duties as directed by the Principal