

# Position Description



**EMMANUEL  
ANGLICAN  
COLLEGE**

*Learning ~ Living ~ Leading*

## **Position**

Teacher

---

## **College Overview**

Emmanuel Anglican College is a coeducational Anglican school in Ballina, New South Wales. The College shares a passion for a holistic education designed for learning, living and leading that anticipates the possibilities of the future.

## **Our Purpose**

We seek to grow each student to become a person of character who is inspired by excellence and adaptability, whose life is modelled on that of Jesus, and who, through courage, creativity, compassion and citizenship, strives to create a better world.

## **Position Overview**

The Teacher will contribute to the provision of an innovative and dynamic learning environment for students from Kindergarten to Year 12 and maintain the status of the College as a centre of academic and pastoral excellence in the region. The Teacher must be a positive and proactive contributor to that team, as well as a competent administrator.

## **Key Responsibilities**

The following responsibilities are not exhaustive but are indicative of the scope and nature of the role.

### **Develop a thorough knowledge of students and how they learn:**

- Implement best practice in pedagogy that is responsive to the learning needs of students in each class including their physical, social and intellectual development, their varied learning styles and their diverse cultural backgrounds.
- Develop teaching activities that incorporate differentiated learning strategies to inspire and encourage students across the full range of abilities.
- Ensure that learning activities support the participation of students with disability and meet policy and legislative requirements.

### **Maintain an extensive knowledge of content and the ability to teach it effectively:**

- Design and implement well sequenced learning and teaching programs drawing on knowledge of curriculum, assessment and reporting requirements.
- Prepare learning activities that engage and stimulate student learning and integrate the appropriate use of technology and support literacy and numeracy achievement.

### **Plan for and implement effective teaching and learning:**

- Plan and implement well structured teaching and learning programs with lesson that have explicit, challenging and achievable learning goals and strategies that develop knowledge, skills, problem solving and critical and creative thinking.



- Develop engaging learning activities that make use of a range of resources, including ICT and appropriate parental involvement and incorporate a variety of communication strategies to support student understanding, participation and achievement.
- Regularly evaluate teaching and learning programs using feedback from students and assessment to inform planning.

**Create and Maintain supportive and safe learning environments:**

- Develop class rapport which supports inclusive and positive student interactions, establishes orderly work routines and sets clear and high expectations of student behaviour.
- Ensure discipline matters are dealt with according to College procedures and is prompt, fair and respectful.
- Ensure student well-being and safety by implementing curriculum and legislative requirements as per College procedures.
- Implement strategies to promote the safe, responsible and ethical use of ICT in learning and teaching.

**Assess, provide feedback and report on student learning:**

- Undertake informal and formal, diagnostic, formative and summative assessment strategies to provide timely, effective and appropriate feedback to students and satisfy assessment and reporting requirements.
- Use assessment data to inform teaching practices.
- Prepare clear, accurate and grammatically correct reports on student achievement using accurate and reliable records.

**Engage in professional learning and with colleagues, parents/caregivers and the community:**

- With reference to national and state education agendas and the goals articulated in the College's strategic plan, participate in learning and professional development opportunities and networking to update skills and knowledge and model lifelong learning.
- Contribute positively to collegial discussions and meetings to improve professional knowledge and practice.
- Undertake professional learning to address identified student learning needs.
- Establish and maintain respectful and collaborative relationships with parents/caregivers and community members.

**Actively support the ethos of the College:**

- Uphold the College's code of conduct and meet the legislative requirements associated with a school environment.
- Perform all duties associated with appointment to the College, both on and off campus, in a manner that reflects the vision, mission and values of the College.

**Demonstrating leadership by contributing positively as a member of a team, actively support and promote WHS procedures and work collaboratively with all College staff.**



### **Knowledge, Skills and Qualifications**

- Excellent knowledge of NSW Syllabuses, assessment and reporting requirements, thorough understanding of student welfare matters, dedication to the profession of teaching.
- Good interpersonal skills, excellent organisation skills, ability to work effectively as a team member and willingness to contribute to the College's co-curricular and extra curricular programs.
- Innovative, passionate and experienced educator with an understanding of how students learn and the ability to create classroom environments that engage, and meet the needs of, learners.
- Demonstrated capacity to work with a team and a desire to grow professionally.
- NSW Teacher Accreditation and a current WWCC.

### **Personal Qualities and Attitudes**

- Capacity and desire to contribute to the ethos of Emmanuel Anglican College
- Energetic, proactive and able to demonstrate initiative
- A high level of interpersonal and communication skills
- Loyalty and commitment to the College, students and staff
- Well developed skills of time management and organisation
- Adhere to and abide by the expectations of Emmanuel Anglican College Code of Conduct

### **Remuneration and Time Release**

The appointee to this position will be remunerated in accordance with the Independent Schools NSW Teachers (Hybrid Model) Multi-Enterprise Agreement at the salary scale equivalent with their level of full-time equivalent service.