

Position Description

Teacher



LORETO COLLEGE
Cooparoo

To work in a Loreto school is to be part of a vibrant tradition reaching back to 1609 when Mary Ward established the Institute of the Blessed Virgin Mary (IBVM).

The Loreto Schools of Australia Mission Statement (2010) embodies this vision:

Loreto schools offer a Catholic education which liberates, empowers and motivates students to use their individual gifts with confidence, creativity and generosity in loving and responsible service.

It is the responsibility of each teacher to know, understand and embrace this philosophy.

It is the responsibility of each teacher to know and implement School policies that ensure the meeting of legislative requirements pertaining to schools.

A teacher ensures professionalism in accordance with the AITSL teacher standards. <https://www.aitsl.edu.au/teach/standards>

It is the role of the teacher to:

- Know students and how they learn
- Know their subject content and how to teach it
- Plan for and implement effective teaching and learning
- Create and maintain supportive and safe learning environments
- Assess, provide feedback and report on student learning
- Engage in Professional Learning
- Engage professionally with colleagues, parents/carers and the community

Additionally, Loreto teachers:

- promote the Mary Ward ethos and uphold Catholic values
- support the Mission and Vision of the College
- deliver and facilitate engaging lessons with a high level of expertise based on the appropriate curriculum
- reflect upon their practice and actively participate in our Professional Learning Program supporting our Teaching and Learning Framework
- lead learning within their teams
- demonstrate concern for the welfare of students and respond personally to their needs and/or refer to the appropriate person in line with policy
- support Curriculum, Pastoral and Program leaders
- participate in the co-curricular program
- develop and maintain effective working relationships with parents, students and teachers within the College community
- maintain accurate lesson attendance records
- actively mentor students as they set academic, personal, study and wellbeing goals
- work closely with their Homeroom teaching partner(s) to create an inclusive and welcoming environment
- take particular care to know and value each student in their Homeroom class
- implement the programs organised by the Year Coordinator
- participate in all special Year Level activities
- Communicate with parents/carers

Compliance Responsibilities

All staff are required to comply with all policies, procedures, and requirements for:

Student Protection

Student protection is everyone's responsibility. At Loreto College all persons undertaking work for or on behalf of the College, have a shared responsibility for contributing to the safety and protection of children. All persons are required to be familiar with the content of our Student Protection documents, including but not limited to Policies, Procedures, Codes of Conduct and Guidelines and their legal obligations with respect to the reporting of child abuse. It is each individual's responsibility to be aware of key risk indicators of child abuse, to be observant, and to raise any concerns they may have relating to child abuse. All individuals are required to fully participate in and understand the content of any training provided.

Risk Management

Risk Management is the responsibility of all persons undertaking work for or on behalf of the College. Workers must comply with the risk management roles and responsibilities associated with their position and adhere to Loreto College's Risk Management Procedures.

Work, Health and Safety

Actively participate in the promotion of a safe and healthy workplace by performing all tasks in accordance with safety instructions, adhering to responsibilities as outlined in the Workplace Health & Safety Policies, and proactively identifying and reporting all hazards, incidents, and injuries to managers.

Code of Conduct and Dress Code

Comply with all Loreto College Code of conduct and dress code standards. It is expected that that a professional standard of presentation will be maintained at all times.

Qualifications, Skills & Experience

Job Specific

Relevant professional expertise, including:

- Tertiary level graduate qualification in Education (essential) and post-graduate (desirable).
- Meet all compliance requirements as an educator in Queensland.

Communication and Interpersonal

Excellent communication and interpersonal skills, including:

- Proven track record of working collaboratively within a team.
- Excellent oral and written communication skills.
- Ability to model optimism and a growth mindset.
- Driven by a genuine service ethos and able to inspire the same in others.
- Supportive of Loreto College's heritage and willingness to be part of the total life of the School.

Selection Criteria

- Demonstrate effective delivery and evaluation of processes and practices to optimise the individual and collective growth of students.
- Demonstrate use of evidence-based or best practice in the planning and delivery of learning and teaching offerings.
- Demonstrate an ability to foster and develop positive relationships with staff, students, parents and the wider community.