DOMINIC COLLEGE

A Catholic School in the Salesian Tradition

ROLE DESCRIPTION: CLASSROOM TEACHER – K-10

PURPOSE OF THE ROLE

Teaching staff at Dominic College are part of an energetic and dedicated team who support the learning of the students entrusted into their care. Care of and positive relationships with students are central to teaching at Dominic College.

Teachers are expected to support, translate and contribute to the Catholic values and Salesian ethos of the College. They work to affirm and reinforce the College values and expectations with students. The Classroom Teacher ensures students are known, cared for with continuity and have maximum opportunities to actively and positively participate within the College community and fulfil their potential academically.

The Teacher works to support students in the day-to-day management of their school lives, to support the development of student well-being and the positive affirmation of students.

Teachers must have an understanding of the relevant K-2, 3-6 and/or Secondary Learning Areas of the curriculum and apply associated contemporary pedagogies in their teaching practices. They are required to provide a caring, safe and engaging educational environment for all students within their allocated classes.

All teachers must fulfil the 'Proficient Levels' in all of the AITSL Australian National Standards for Teachers. Teachers at Dominic College are expected to be involved in and contribute to curriculum and resource development and planning frameworks. Professional collegial collaboration is a hallmark of classroom teachers at Dominic College.

Teachers take carriage of the organisation and administration of their students within a framework of positive behaviour support. They develop and maintain strong mechanisms for communication and documentation of information exchange about students and their academic, social, physical and emotional needs.

Teachers are expected to contribute to the culture, development and sustainability of the College as well as the co-curricular life of the College. Professionalism and support of professional expectations are part of the role of classroom teachers.

KEY AREAS OF RESPONSIBILITY

The Classroom Teacher supervises and manages the students allocated in their K-10 classes. The Classroom Teacher is responsible to their Lead Teacher of Faculty/s, the Directors of Learning & Wellbeing (Early & Upper Primary), and the Director of Learning & Curriculum (Secondary). They are accountable to the Deputy Principals and Principal. They are a key member of their Year and Faculty Team/s and liaise closely with their teaching team colleagues regarding issues pertaining to curriculum development, planning and resource use as well as assessment.

SUPPORT OF THE MISSION OF THE COLLEGE AND SALESIAN ETHOS

A Classroom Teacher will:

- Be familiar with the Don Bosco story and use this story and its contemporary meaning in day-to-day professional experiences.
- Know the Salesian values and actively infuse these in all situations within the College community.
- Understand the fundamentals of the Salesian Preventive system.
- Establish strong supportive relationships with members of the College community within clear boundaries.
- Support the religious and spiritual life and activities of the College and contribute to these where possible.
- Demonstrate behaviours of service, care and loving kindness towards students, teachers, parents and colleagues.
- Adopt a positive outlook within the College community.

ROLE ACCOUNTABILITIES

Professional Knowledge

Teachers will ensure students are known, cared for and have maximum opportunities to grow and participate in the College community.

The Classroom Teacher will:

- Create a safe, supportive and welcoming 'home' for all members of the class.
- Use reward and recognition systems to reinforce benchmark expectations and efforts in academics / behaviour.
- Support students who are sick and/or managing chronic illnesses to stay connected with and involved in their academic programs.
- Promote and model the College values and expectations in all aspects of student life. Know how the experiences that students bring to their classroom affect their continued learning.
- Draw on a body of knowledge and contemporary research to respond to the needs of the students.
- Know how to use different learning spaces and structure lessons for high impact to meet the physical, social, and intellectual needs of their students.
- Know how to use Information and Communication Technologies to contextualise and expand students' modes and breadth of learning.
- Implement the College Teaching and Learning Philosophy and enact the College beliefs about teaching and learning.

Teachers will know the content they teach.

The Classroom Teacher will:

- Know the content of their subjects and curriculum.
- Understand and adhere to College, state and national course requirements.
- Know the methodologies, resources and technologies, which most effectively support learning of the content, processes and skills they teach.
- Be familiar with curriculum statements, policies, materials and programs associated with the content they teach.

Teachers will know their students.

The Classroom Teacher will:

- Know the learning strengths and challenges of students.
- Be aware of the social, cultural, and religious backgrounds of the students; and treat students equitably.
- Develop an understanding and respect for the students as individuals and be sensitive to their needs and the way they interact with others.
- Work with and communicate regularly with students' families to support their learning.
- Set effective homework that meets a purpose and can be completed within a reasonable timeframe as per the College Homework Policy.

Professional Practice

Teachers will plan and assess effective learning.

The Classroom Teacher will:

- Establish clear and achievable learning goals for students.
- Ensure clarity of Learning Intentions and Success Criteria for students.
- Differentiate for students along a continuum of needs, especially for students with additional needs.
- Ensure that rubrics and/or checklists are distributed with assessment tasks so that students have a clear understanding of all requirements.
- Monitor student engagement in learning and maintain records of their learning progress.
- Select assessment strategies to evaluate student learning.
- Provide timely and diverse feedback to students and their parents/guardians.
- Utilise student assessment feedback with teaching colleagues to inform further planning of teaching and learning.
- Complete comprehensive student progress reports within the College's Assessment and Reporting Policy and framework.
- Undertake data analysis to inform their practice.
- Collaborate with colleagues to implement a standardised curriculum.

Teachers will create and maintain safe and challenging learning environments.

The Classroom Teacher will:

- Develop a positive learning environment where respect for individuals is fostered and where learning is the focus.
- Provide a learning environment that engages and challenges students and encourages them to take responsibility for their own learning.
- Use and manage the materials, resources and physical space of their classroom to create a stimulating and safe environment for learning.
- Establish and maintain clear and consistent expectations for students as learners and for their behaviour in the classroom.
- Implement the College's Student Behaviour Management framework
- Be familiar with and comply with the College's child-safe policy and procedures.
- Proactively monitor and support student well-being.
- Be mindful, informed and respectful of the teachings of the Catholic Church when presenting content knowledge.

- Encourage students to be independent, resilient and life-long learners.
- Recognise and refer students for learning assessment through the College's established referral framework and when appropriate incorporate the suggested strategies of Individual Learning Plans.
- Attend school liturgical celebrations, school organised activities relevant to house or year level, school assemblies and professional meetings as required.

Teachers will use a range of teaching practices and resources to engage students in effective learning.

The Classroom Teacher will:

- Communicate effectively with students to make their learning programs explicit, to build rapport, and to support their learning.
- Provide opportunities for students to explore ideas and develop knowledge and skills, through discussion and group activities.
- Use a range of teaching and learning strategies, technologies, activities and resources.
- Continually assess practices and strategies to ensure high engagement of students.

Professional Learning

Teachers will reflect on, evaluate and improve their professional knowledge and practice.

The Classroom Teacher will:

- Develop a Professional Learning Plan based on Australian professional standards and in line with the College annual and strategic plan.
- Work within the framework of College and Salesian policies and pertinent CET policies regarding knowledge and practice.
- Regularly reflect on and critically evaluate their professional knowledge and the effectiveness of their teaching.
- Work collaboratively with other teachers and engage in discussion of contemporary issues and research to remain current and improve professional practice.
- Identify their own professional learning needs and engage in professional development activities.
- Contribute to the College's framework of Learning in Focus and engage with this in meetings and utilise these ideas, as appropriate, in teacher practice.

Teachers will engage professionally with colleagues, parents/carers and the community.

The Classroom Teacher will:

- Establish and maintain respectful relationships with colleagues, parents and carers.
- Support the College's Codes of Ethics and Conduct.
- Comply with relevant legislation and processes around student privacy, confidentiality.
- Participate in professional and community networks to improve practice.
- Be involved in promotion of the College to maintain high enrolments.
- Encourage parental participation in school events and encourage parents to share their skills and resources with the College community, particularly in learning situations.
- Maintain regular communication with parents in person, by phone and electronically.
- Support and follow the processes and procedures set out in the College's policies regarding communication with colleagues, parents/carers and the community.

Contribution to the College

Teachers will contribute to the ongoing development of the College.

The Classroom Teacher will:

- Contribute to a healthy and safe work environment for themselves and others and comply with all safe work policies and procedures.
- Support and be involved in the co-curricular program.
- Maintain currency of a variety of training inclusive of First Aid (where required), Mandatory Reporting, Anaphylaxis and Anti-discrimination and Anti-bullying training.
- Demonstrate duty of care to students in relation to their physical and mental wellbeing.
- Attend relevant school meetings and services/assemblies, sporting events, masses, community faith and spirituality days, as well as professional learning opportunities.
- Participate in duty supervision as rostered and other supervision duties when required.
- Undertake other duties as directed by the Principal.