POSITION DESCRIPTION – LOWER PRIMARY CLASSROOM TEACHER

POSITION	Primary Teacher – Classroom
RESPONSIBLE TO	Head of Primary School
TENURE	Contract for 2027, with possibility to become ongoing
SALARY	In line with Lutheran Education (Victorian Schools) Multi Enterprise Agreement 2023. Further details on request
HOURS	Typically 8.30am to 4.30pm, with flexibility to work outside normal working hours
CAMPUS	Horsham
POSITION PURPOSE	The person is expected to: • establish and maintain a positive, focused classroom where student learning, innovation and involvement are actively encouraged, and where the class is united as an important element contributing to the Christian atmosphere and programs at Wimmera Lutheran College – Horsham Campus • demonstrate a professional attitude to teaching and professional learning and display an ability to develop personal and professional relationships with children, colleagues, parent/caregivers, and members of Holy Trinity Lutheran Church, and the wider community • ensure competence in planning and implementation of learning programs to cater for students appropriate to the setting at Wimmera Lutheran College – Horsham Campus
KEY RELATIONSHIPS	Students of the College, Parents/Carers, Staff of the College
GENERAL EXPECTATIONS	At Wimmera Lutheran College, it is expected that every staff member will support the Christian ethos of the College. A good example for Christian living is to be given to children and parents by teachers' words and actions. Where correction is needed this is to be given in a loving, caring manner and forgiveness is to be freely offered to children who err as God forgives each of us for Jesus' sake. The Christian Education environment offered to and experienced by our community depends largely on the maturity and professionalism by all staff. Therefore, it is expected you will cooperate fully with the Executive Principal, other staff and the College Board in adhering to policies, teachings and fostering the ethos, culture, and traditions of Wimmera Lutheran College.

SKILLS, ATTRIBUTES AND EXPERIENCE

Essential

- Registration with the Victorian Institute of Teachers (or able to obtain registration)
- Bachelor of Education degree or equivalent
- Demonstrate knowledge of and familiarity with the Australian Curriculum and Victorian Certificate of Education
- Work at or above standards established by AITSL and Lutheran Education Australia (LEA)
- Take reasonable care of own health and safety at work, as well as the health and safety of others, in compliance with the Occupational Health and Safety Act 2004 (Vic)
- Ability to complete mandatory reporting, code of conduct, child safety and relevant anaphylaxis and first aid training modules as required
- Understand the philosophy of Christian education and the ability to translate it into practice both in and beyond the classroom
- Possess strong interpersonal, verbal and written communication skills including the ability to engage with a diverse range of students, parents and staff in formal and informal contexts and work collaboratively as a member of a team
- Demonstrate organisational and time management skills to meet defined priorities
- Demonstrate duty of care to students in relation to their physical and mental wellbeing
- Exemplify sensitivity, integrity and appropriate confidentiality

Key Results Area (KRA)

A. Ministry/Missional
B. Professionalism
C. Innovative Learning
D. Assessment and Reporting
E. Communication
F. Administration and Accountability
G. Professional Development

Key Results Area A: Ministry/missional responsibilities and duties

1. Bear Christian witness to staff, students, parents and members of the College community by conducting themselves in accordance with the College's Lutheran doctrines, tenets and beliefs.
2. Model and promote as the ideal a life lived in accordance with the College's Lutheran doctrines, tenets and beliefs, while respecting each person's freedom to decide their faith.
3. Promote the values of Wimmera Lutheran College.

4. Discharge all duties and responsibilities of the position diligently, as an act of worship in keeping with Colossians 3:23-24.

Key Results Area B: Professional responsibilities and duties

1. Participate and work in a supportive manner with all staff and act under the direction of the Principal and Head of Campus.
2. Develop professional relationships with students.
3. Develop professional relationships with staff, colleagues, parents and members of the community.
4. Work closely as a team with teaching partners.
5. Work closely as a team with wellbeing partners, teachers and parents to support students.

Key Results Area C: Innovative learning responsibilities and duties

1. Be aware of the importance of student-centred learning.
2. Demonstrate an excellent knowledge of the relevant Australian curriculum.
3. Display an ability to innovate in your daily program.

Key Results Area D: Assessment and reporting responsibilities and duties

1. Exhibit a willingness to evaluate the effectiveness of learning experiences.
2. Keep up-to-date assessment and monitoring records.
3. Keep current records on students using a range of assessment data.

Key Results Area E: Professional development responsibilities and duties

1. Demonstrate participation and willingness to participate in professional learning.
2. Respond to own professional needs.
3. Actively contribute to discussions around improvements to the College's practices.
4. Fulfil all conditions of employment, including yard duty, supervision, covers, meetings, Parent/Teacher interviews.
5. Attend and support all College activities, such as Open Day and information nights, as required.

Key Results Area F: Communication responsibilities and duties

1. Foster the experience of Lutheran community within the school.
2. Develop sustained and trusting relationships with staff members, students and parents.
3. Display an ability to effectively communicate, both orally and in writing, with students, parents, staff, external agencies, and support structures.

Key Results Area G: Administration and accountability responsibilities and duties

1. Be responsible for the implementation of College policy and procedures in all programs.
2. Prepare thoroughly for day-to-day teaching and learning, including the documentation of daily plans and long-term overviews.

3. Demonstrate an ability to plan effective documented study designs that include weekly plans and long-term overviews.
4. Model, foster and promote the use of a restorative approach to students.
5. Act on (including by reporting) student behaviour and safety issues promptly and in a manner consistent with the College's duty of care.

Other duties

1. Other duties as requested or negotiated by the Principal or Head of Campus.

Commitment to student safety

The College is a student-safe environment and takes a zero-tolerance approach to any behaviours that compromise the safety of children and young people (including child abuse and other types of reportable conduct).
Preferred applicants will be subject to student protection screening, background and reference checks, and verification of identity checks.
All College staff must adhere to the College's student safe practices, as outlined in the Child Safety Code of Conduct available on the College's website. This includes ensuring that staff always maintain professional boundaries with students. All staff must attend child protection training as required and comply with their legal obligations to report concerns in compliance with applicable College policies and laws.

Conditions of employment

Conditions

- Unless otherwise stated, the minimum conditions of employment are as detailed in the Lutheran Education (Victorian Schools) Multi Enterprise Agreement 2023.

Special conditions

- The successful applicant will be required to identify with, uphold and promote the ethos of the Lutheran school and, therefore, it is expected that you will take part in activities designed to support your understanding in this area.

Applications

Applications should include:

- a cover letter
- your resume or curriculum vitae outlining your contact details, relevant experience, qualifications and details of professional referees
- any other supporting documentation you would like to include

Address applications to:

The Executive Principal
C/O Promotions and Communications Manager
Wimmera Lutheran College

PO Box 822 Horsham 3402

or

recruitment@wlc.vic.edu.au

Applications close at 5pm on Friday 11 September 2026.