

IONA PRESENTATION COLLEGE POSITION DESCRIPTION

CLASSROOM TEACHER

SENIOR SCHOOL



IONA
PRESENTATION COLLEGE





Classroom Teacher Senior School

Iona Presentation College is co-educational from Pre-Kindergarten to Year 6, and all-girls from Years 7 to 12. It is a Catholic school that, for 115 years, has provided education in the Presentation ethos, a rich tradition of service and commitment to social justice. Since 1907, Iona has welcomed thousands of students and maintained Excellence, Learning, Justice and Compassion, Courage and Integrity, and Hospitality at the heart of everything we do.

We, in the Iona community, consider it a privilege to be involved in the education of tomorrow's leaders. We have a reputation as a friendly school, and this is obvious when walking through our campus. When a child joins us, their whole family becomes part of the Iona community and all that it encompasses. Past Pupils and members of our current community hold close a maxim that defines the educational experience we all work to offer: *'Making a difference, together'*.

Mission and Values

Through the tradition of the Catholic Church and inspired by the compassion of our Founder, Nano Nagle, Iona Presentation College strives to achieve the best spiritual, intellectual, physical, and cultural outcome for our students.

Six Iona values underpin all that the College strives for. Each year, a value is chosen as a focus. By the time students complete Year 12, they have lived through and practised each value to the best of their ability.

- **Courage & Integrity:** To be true to ourselves, to be genuine to others, to live with honour and demonstrate personal conviction.
- **Love of Learning:** To ignite a passion for lifelong learning that enables us to explore, reflect, create, and achieve.
- **Heritage & Tradition:** To celebrate our Presentation heritage as a foundation for embracing and building our future.
- **Excellence:** To discover opportunities, set challenging goals, develop a strong work ethic, and strive to do our best.
- **Community:** To be a people of "welcoming heart" and kindness who create a sense of belonging where each member of our community is valued.
- **Social Justice & Compassion:** To inspire all to live the Gospel of Jesus Christ and, informed by the Catholic Social Teaching, to take action for those in need in our communities.

Outline

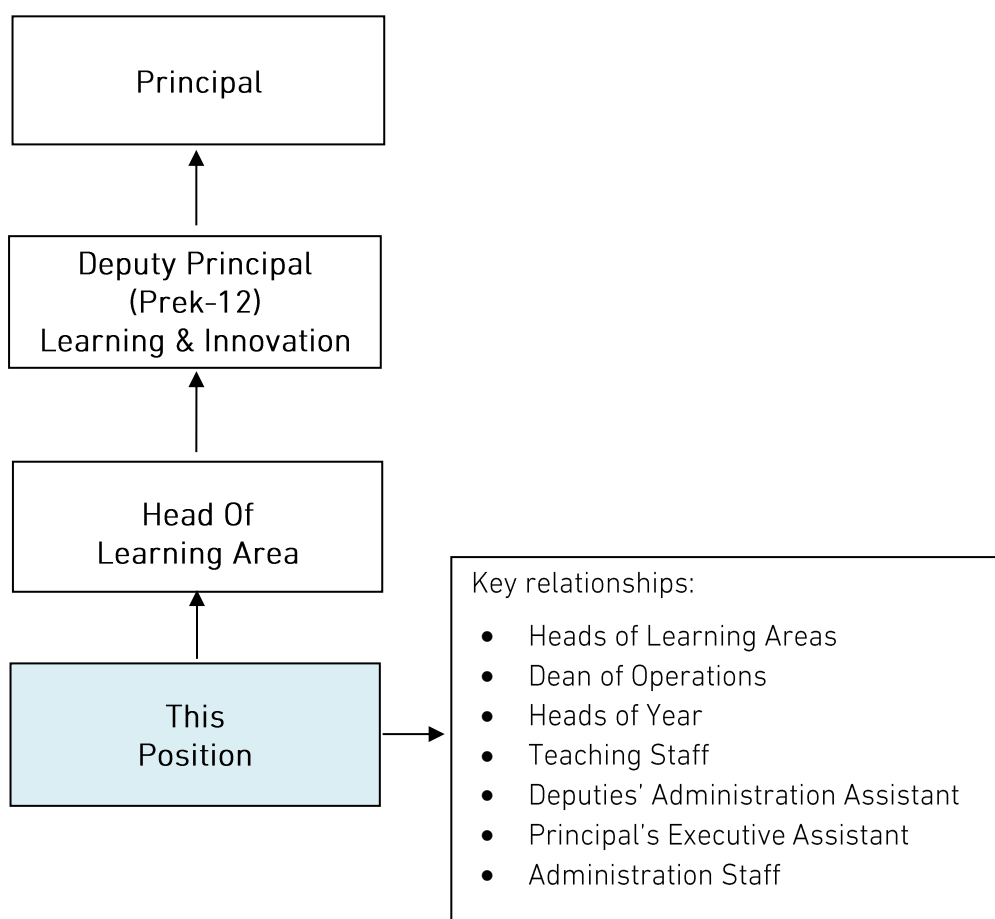
Learning at Iona Presentation College reaches beyond the realms of the classroom. The College offers students an extensive co-curricular program that is designed to build confidence and engagement and strong peer relationships. Our program offers multiple

and diverse opportunities for enrichment, allowing students to discover and enhance their talents and skills. co-curricular opportunities at the College encourage the exploration of the domains of Sport, Service, Practical Arts, Academic Excellence, Innovation, and the Arts. Iona Presentation College is a member of the Independent Girl's School Sports Association (IGSSA). This provides quality sporting opportunities for students participating at different levels of competition.

Position Identification

SECTION	Teaching & Learning
POSITION	Classroom Teacher

Position Relationships



Essential Criteria

- 1 A commitment to the implementation of the College's Vision for Learning.
- 2 The promotion of academic excellence.
- 3 The commitment to the implementation of learning experiences which enable demonstration of deep learning, growth and development.
- 4 The commitment to the education of girls and Presentation values.
- 5 Integration of Information and Communication Technology.
- 6 Demonstrated ability to work collaboratively as part of learning and pastoral teams in support of optimum student learning.
- 7 Catholic and Presentation ethos and traditions of the College are reflected and encouraged in all day-to-day mannerisms.

Teaching Practice and Skills Requirements

Planning and Preparation of Lessons

- 1 Develop and maintain teaching programs in line with courses and assessment timelines approved by the Head of Learning Area.
- 2 Develop teaching programs which state the scope and sequencing of learning and outcomes to be achieved and which reflect the ability level of students.
- 3 Incorporate independent and collaborative learning strategies and Information Technology into lessons where appropriate.
- 4 Maintain on-going records of students' attainment levels.

Teaching Skills

- 1 Demonstrate pedagogical content knowledge and model a high standard of teaching practice based on understanding of varied teaching and learning approaches.
- 2 Provide a stimulating and engaging environment that promotes student learning and engagement.
- 3 Demonstrate the ability to cope with two or three ability levels in the one class group.
- 4 Make use of appropriate audio-visual and information technology to enhance learning.
- 5 Use a range of teaching and learning strategies, particularly those which reflect the educational goals of the College.
- 6 Use the full range of questioning levels.
- 7 Ability to use different approaches in assessment (summative and formative) to inform teaching practice.
- 8 Foster a passion for student learning beyond the classroom.

Classroom Management Skills

- 1 Maintain appropriate routines for the orderly management of the classroom.
- 2 Demonstrate effective control of students in the classroom.
- 3 Employ positive, consistent and fair discipline which enables students to work in a cooperative environment.

Communication Skills

- 1 Effectively communicate with students in both written and oral forms.
- 2 Set high literacy standards (e.g., uses correct spelling, punctuation, and syntax).
- 3 Communicate in a timely manner with parents regarding student progress.

- 4 Attend Parent/Student/Teacher Interviews and Information Evenings.
- 5 Provide students with timely and constructive feedback on their academic progress.

Relationships with Students

- 1 Exhibit a positive attitude to students based on mutual respect.
- 2 Create positive relationships with all students.
- 3 Commit to a general responsibility for the appearance and behaviour of all students.

Knowledge of Relevant Academic Content

- 1 Demonstrate excellent depth and breadth subject knowledge.
- 2 Demonstrate contemporary content knowledge across learning area.
- 3 Be aware of the nature and importance of current developments in your particular field of teaching.
- 4 Appreciate the inter-relationship of subjects.

Involvement in Curriculum Development

- 1 Contributes to and supports the curriculum initiatives which are part of the College's educational goals.
- 2 Discuss and exchange ideas and resources with colleagues on current curriculum issues, in particular those relating to:
 - the West Australian Curriculum
 - the integration of Information Technology into the Curriculum
 - Independent Learning

Professional Development

- 1 Attend and participate in whole-school professional development activities.
- 2 Participate in professional development appropriate to individual and departmental needs.
- 3 Maintain required professional learning hours and records pertaining to all aspects of teacher registration.
- 4 Have completed, or undertake to complete Accreditation to Teach in a Catholic School as per CEWA requirements.

Participation as a Departmental Team Member

- 1 Establish and maintain a cooperative working relationship with other members of the Learning Area.
- 2 Attend and participate at Learning Area meetings.
- 3 Complete departmental requirements relating to the marking, timely return and recording of student work.
- 4 Willingness to participate and contribute in the organisation of special Learning Area events and activities.

Co-Curricular

- 1 All teaching staff are to contribute to the co-curricular program of the College.

Personal Obligations

- 1 Model and maintain the Catholic and Presentation ethos of the College.
- 2 Strong sense of confidentiality and loyalty.
- 3 Well groomed, well spoken, familiar with protocol and etiquette.
- 4 Interpersonal skills and written and oral communication skills of a high order.
- 5 Demonstrated capacity for self-directed work and for taking initiative.
- 6 The ability to work independently and as part of a team.
- 7 Well organised, accurate, flexible, creative and innovative.
- 8 Competent level of IT skills, including Microsoft programs Word, Excel, email and internet.

Requirements (CECWA Policy: Appointment of Staff in Catholic Schools)

- 1 As a condition of employment, staff are committed to Catholic values and will cooperate actively in fostering the College's mission through its life and curriculum (Bishops Mandate 96).
- 2 Staff must be fully supportive of the objectives and ethos of Catholic Education.
- 3 Child safety and protection is a fundamental responsibility for everyone in the College.
- 4 All applicants are required to provide a current Working with Children card and National Police History Check from Western Australian Education and Training Sector (Crimtrac).
- 5 All staff must commit to Accreditation to Work in a Catholic school; this is to be completed during the school holiday periods.
- 6 All applicants are required to provide the contact details of two confidential referees.
- 7 To apply for this position, you must be eligible to work in Australia

Please note: This position description provides a general overview of the role and responsibilities of the position. It is not intended to be all inclusive and the incumbent may be required at the discretion of the Principal to perform tasks, duties and responsibilities not otherwise listed. The Principal reserves the right to change this position description in consultation with the successful candidate to meet the needs of the College.