Position Description

Position Title	Primary Classroom Teacher
Location	Mosman Prep, Mosman
Employment Terms	Term 1, 2027 Commencement (2027 School Year with the possibility of an extension)
Commencement	18 January Term 1, 2027
Classification/Grade/Band	Classroom Teacher
Reporting Relationships	Reporting directly to Deputy of Learning and Innovation
Fundamental Purpose of the position	Implement rigorous, engaging and relevant educational programs in a supportive learning environment, as directed by the Classroom Teacher.

THE ROLE – Classroom Teacher

Teachers will demonstrate highly developed communication skills, a commitment to relationship, community and collaborative practice. They will also need to be skilled in creating dynamic learning experiences and maintaining a positive, nurturing environment. They will be confident in the delivery of a rich, differentiated, relevant curriculum; the effective integration of technology as a tool; and purposeful use of assessment and data analysis to inform teaching and learning and to improve student outcomes.

They will actively support the mission, vision and values of the School, including the Christian character and purposes.

POSITION OF CLASSROOM TEACHER

At Mosman Church of England Preparatory School, Classroom Teachers exhibit outstanding commitment and investment in the School for the benefit of the students, parents and each other. They are dedicated to:

- Planning and implementing rigorous, engaging and relevant educational programs in a supportive learning environment.
- Working collaboratively with other staff to provide the most effective learning experiences possible.
- Actively supporting the mission, vision and values of the School, including the Christian character and purposes.

KEY RESPONSIBILITIES

TEACHING AND LEARNING

- Develop curriculum material that reflects a thorough understanding of all primary key learning areas, learning progressions and of the wider curriculum framework identified in the NESA syllabus documents.
- Provide a high level of care for all students and create a classroom environment that reflects the pastoral care philosophy of the School.
- Design units of work that reflect the principles of a developmental and differentiated curriculum model.
- Develop and deliver rigorous, engaging, relevant and challenging lessons that meet the learning needs of all students, providing a balance between explicit teaching practices and integrated learning.
- Ensure the learning intention and success criteria of teaching experiences are communicated to the students.
- Promote and develop critical and creative thinking dispositions.
- Work collaboratively with their grade partner, stage members and other teachers to plan learning experiences.
- Be dedicated to constant improvement and best practice, through ongoing review and evaluation.
- Support the integration of technology as a teaching and learning tool.
- Set and maintain high expectations for students and promote learning as a rich and lifelong experience.

MEET THE INDIVIDUAL NEEDS OF STUDENTS

- Identify each boy's learning needs through observation; standardised, diagnostic and curriculum based testing; and consultation with other staff and professionals on a regular basis.
- Monitor the performance of all students in relation to maximising individual potential and implement effective teaching and learning strategies to assist in the attainment of improved outcomes for students.
- Use a range of teaching strategies appropriate to the subject and the learning styles of the students.
- Provide opportunities for autonomy and responsibility.
- Work in partnership with parents, other staff members and external professionals to support each student.

CLASSROOM PRACTICE

- Create a safe and nurturing learning environment that develops connectedness, and promotes social and emotional learning.
- Create and maintain vibrant learning spaces, which support engagement in learning.
- Teach in a manner that is positive, creative, relevant and stimulating for the students.
- Establish and maintain behaviour and learning agreements for students in line with the School's mission, vision and values.
- Establish clear, high and specific expectations.
- Provide effective and timely written and verbal feedback to students.
- Work with students to assist their understanding of classroom procedures to develop an orderly and safe daily routine.
- Ensure that learning spaces are well organised and clean, with student learning celebrated and visible thinking and reflection evident.
- Complete all requirements in relation to the marking of student work, assessment tasks, and examinations in an efficient and timely manner.
- Use assessment techniques and data tracking to monitor student and class performance.
- Analyse student data to identify individual student areas requiring additional attention and development.
- Complete all academic report requirements in a timely and efficient manner.
- Use a broad range of teaching and learning resources.
- Maintain an effective level of resources within the classroom.
- Work collaboratively with other classroom teachers in the use and distribution of resources.
- Set expectations for students in the use of resources.

ESSENTIAL CRITERIA

KEY COMMUNICATIONS

- Communicate effectively and respectfully with students, parents and staff, including seeking direction from school executives and counsellors where appropriate.
- Respond to parent requests for information in a timely, efficient and professional manner.

KNOWLEDGE, SKILLS AND EXPERIENCE

- Enthusiasm and passion for working with primary aged students.
- Strong administrative and organisational skills including use of technology.
- Time management and prioritising skills.
- Effective interpersonal skills.
- Problem solving and innovation skills.

- Ability to work collaboratively with colleagues.
- Understanding of social and emotional needs.
- Behaviour management skills.

ADMINISTRATIVE TASKS

- Complete routine administrative tasks in an effective and timely manner.
- Ensure that roll marking is accurate, timely and in line with school policy.
- Fulfil the reporting requirements as set by the Headmaster.
- Engage in playground duties, extracurricular activities, sport commitments, school camps and other tasks effectively, efficiently and professionally.
- Attend staff meetings, stage meetings and collaboration/planning meetings as requested by the Headmaster.
- Maintain files in relation to student and staff matters and ensure the security and confidentiality of information.

RISK MANAGEMENT

- Report directly to the Headmaster on any matters relating to child protection.
- Act and respond in a timely, efficient and professional manner to all incidents relating to students' safety and wellbeing.
- Implement School policies as relevant to situations.

PROFESSIONAL DEVELOPMENT

- Remain abreast of educational trends and current practice, particularly in relation to the education of boys.
- Attend educational workshops, internal and external professional development and conferences as directed by the Headmaster.
- Set personal goals relating to your teaching position, monitoring and reviewing progress regularly.
- Identify professional development needs, and participation in training programs that support the development of new skills and knowledge, and will enhance innovation and best practice.
- Engage in opportunities for teacher growth, such as teacher observations.
- Attend to all NESA Accreditation requirements.
- Support and oversee student teachers on practice teaching placements when required.
- Be willing to observe other teachers' lessons and be observed as part of structured professional learning to continuously develop skills and understandings.
- Contribute to the professional development of other staff members.

- Be involved in committees and the co-curricular activities in the School.
- Undertake other duties as required by the Headmaster.

INVOLVEMENT IN THE LIFE OF THE SCHOOL:

The Primary Classroom Teacher will participate in whole staff activities and undertake responsibilities such as:

- Attend staff meetings/professional learning.
- Fulfil playground duties and camps, when requested and appropriate.
- Provide feedback to classroom teachers and parents at assessment intervals.
- Conduct parent interviews when requested.
- Take part in assemblies/chapel services.
- Join extra-curricular events e.g. Grandparents' Day, Open Days, Learning Celebrations, School Anniversary Services, Easter and Carol Services.
- Co-curricular responsibilities.
- Other duties as requested by the Headmaster.

ESSENTIAL SKILLS AND ATTRIBUTES:

- Willingness to actively support the Christian ethos of the School.
- High social and emotional intelligence, and a commitment to relationship and collaborative practice.
- A passion for and understanding of boys' education, and energy to translate vision into practice.
- Understanding of and compassion towards the diversity of boys in their learning, social and physiological profiles.
- Ability to solve problems, set priorities, support others, show initiative and be flexible.
- Strong oral and written communication skills.
- Willingness to be engaged in extracurricular activities.
- Commitment to high professional standards and ethical behaviour.
- Firm knowledge of NESA Curriculum and ability to design and implement innovative, evidence-based learning experiences.
- Integration of student data to inform teaching and establish individual learning goals.
- Current knowledge of how technology is used as a tool to enhance teaching and learning.
- Working knowledge of work health and safety legislation and child protection requirements.
- Bachelor degree or higher teaching qualification.

STATEMENT OF COMMITMENT TO CHILD SAFETY

At Mosman Preparatory School we are committed to ensuring that our recruitment practices create a safe and supportive environment for all students. We recognise that children and young people are to be valued and respected and we expect all employees, volunteers and contractors to demonstrate an ongoing and proactive commitment to the safety and wellbeing of all persons, with a specific focus on the safeguarding of children. It is the expectation of Mosman Preparatory School that a successful applicant has an understanding of children's diverse needs and that all interactions with children and young people foster and demonstrate a commitment to a supportive and child safe culture.

The appointment of successful applicants will be subject to rigorous employment screening for child-related employment.