Oxley Christian College
Position Description

Teacher

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Oxley Christian College Vision, Mission and Values Statements

Oxley Christian College is dedicated to cultivating students of distinction—scholars of character who embody wisdom, virtue, and a thirst for truth. We offer a complete coeducational experience from Prep through to Year 12. Our students are nurtured to grow their innate talents and develop new strengths.

Oxley Christian College Vision, Mission and Values are, correspondingly, to:

- Delight in God's love through inspired learning.
- Provide an education for excellence within a Biblical Christian worldview.
- Engage in and promote whatever is true, good and beautiful.

1. Position Summary

POSITION TITLE:	Teacher
AREA / DEPARTMENT:	Junior School and / or Secondary School
RESPONSIBLE TO:	Head of School
ADDITIONAL KEY RELATIONSHIPS:	• Year Level Coordinator • Teaching staff • Students • Learning Enhancement staff • Administration staff

2. Position Overview

Teachers at Oxley Christian College are responsible for delivering the College's educational program to students. Teachers are responsible for cultivating a learning environment in which students feel safe and are supported to flourish, and which encourages their intellectual, emotional, physical and spiritual development. At Oxley, we acknowledge the purpose of education is holistic, extending beyond just the imparting of knowledge, and instead focusing on the formation of each student, both in wisdom and virtue. Specifically, we employ Classical Christian Education principles and values to cultivate scholars of character. Our Teaching staff embed a Biblical curriculum framework that allows us to intentionally plan our Christ-centred curriculum to support students to encounter Truth, Goodness, and Beauty.

3. Duties

Teaching

- Deliver teaching and instruction to students of the highest standard with reference to the Australian Curriculum and / or the VCE.
- Set learning and assessment tasks that comply with any applicable requirements set by the College or any external body (e.g. the VCAA).
- Employ Classical Christian Education principles and values to cultivate scholars of character.
- Embed a Biblical Worldview Framework into curriculum documentation to intentionally plan curriculum through the lenses of Truth, Goodness, and Beauty.
- Provide clear, prompt and relevant feedback to students on work.
- Differentiate teaching practice to effectively accommodate the learning needs of individual students.
- Establish a Christ-centered learning environment that is respectful, safe and conducive to learning.
- Communicate professionally and collaborate effectively with parents and staff to ensure that students achieve desired learning outcomes.
- Attend to associated administrative duties in a timely manner, as required.

Leadership

- Demonstrate a passion for Christian education and can wholeheartedly engage in the College's expression of faith and its faith practices.
- Model the College's Christian values in all interactions with students, staff and parents.
- Demonstrate respectfulness, honesty and integrity in all communications and conduct.
- Proactively intervene if College policies and procedures are being breached.
- Take initiative and work with minimal supervision when required.
- Collaborate with other staff to develop and implement new initiatives and programs to enhance student learning.
- Lead staff and students in spiritual formation through devotions.

Professional Development

- Keep up to date with new developments in teaching practice through reading and research and professional development, and incorporate same into the teacher's teaching practice.
- Actively contribute to discussions around improvements to teaching methods, pastoral practices.
- Regular devotions, prayer, and Bible study are integral parts of College life (for both students and all staff), and we aim to lead our students to a point at which they personally desire to think with the mind of Christ.

Other

- Participation in extra-curricular activities, including involvement in activities outside of normal College hours and associated supervision of students.
- Other duties as required by the College.

4. Personal Attributes

- The character, disposition, ability and desire to support and maintain the Christian ethos of the College.
- Ability to integrate Biblical principles and a Christian worldview into the curriculum, fostering spiritual and character development among students.
- Commitment to constant improvement and a willingness to undertake training and professional learning and development.
- Maintain a high level of planning and organisational skills.
- Excellent interpersonal and communication skills displays a professional manner that models Christ-like behaviour and seeks a similar response .
- A demonstrated commitment to the use of learning technologies in this position and in the classroom.

5. Meetings Required to Attend

To fulfill this role, the holder of this role is required to attend the following meetings:

- Faculty Meetings (Secondary School);
- Junior School and / or Senior School Meetings;
- Any other meetings as designated by the Head of School.

6. Occupational Health and Safety

- Address student behaviour and safety issues promptly and in a manner that discharges the College's duty of care.
- 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).
- Ensure, so far as is reasonably practicable, that work / study / classroom areas under your control are without risk to health and safety of occupants.
- Have knowledge of, and comply with the College's OHS policies and procedures.
- Comply with all safe work practices, ensuring reasonable care of your own health and safety and that of other staff, students and visitors.

- Participate in relevant training and induction sessions.
- Report all incidents and / or potential hazards to the Head of School and Property Manager as soon as possible.

7. Key Performance Criteria

- Deliver engaging, curriculum-aligned lessons that meet diverse student needs and demonstrate effective planning and assessment practices.
- Integrate Biblical principles and a Christian worldview into teaching to support students' spiritual and moral development.
- Model and uphold the values and ethos of Oxley Christian College, contributing positively to the school culture and inclusive learning environment.
- Maintain a safe, organised, and positive classroom environment that supports student wellbeing and effective learning.
- Collaborate effectively with colleagues, parents, and the wider College community to promote holistic student development.

8. General Criteria

- Commitment to the Vision, Mission, and Values of the College.
- Demonstrate an understanding of the duties and responsibilities of the specific role.
- Demonstrate a high level of communication and interpersonal skills.
- Maintain a high level of planning and organisational skills.
- Demonstrate ability to support the faith development of students within the College.
- Demonstrate ability to support the Strategic Direction and yearly Action Plan of the College as published.
- Commitment to implementing agreed processes that focus on improving student outcomes.
- A demonstrated ability to respond proactively to school-based needs in relation to the specific teaching area.
- A demonstrated commitment to the use of learning technologies in this position and in the classroom.
- Commitment to constant improvement and a willingness to undertake training and professional learning and development.

9. Minimum Qualifications

- Current and valid registration with the Victorian Institute of Teaching.
- Completion of First Aid Training – Provide First Aid HLTAID011 or higher level (or willingness to obtain).
- Completion of Anaphylaxis Management Training (ASCIA eLearning VIC, 22300VIC or 10710NAT) and Provide Cardiopulmonary Resuscitation – HLTAID009.
- Eligibility to work in Australia.
- Valid Australian Driver's licence (being at least a probationary licence).

10. Performance Appraisal

All teachers within the College will be expected to undertake an appraisal process – the type and timing of which will be decided by the College Executive.

11. Child Safe

- 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 safety practices, as outlined in the Child Safety and Wellbeing Policy, available on the College's website. This includes ensuring that staff maintain professional boundaries with students at all times.
- 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.
- All staff must demonstrate a commitment to compliance with ministerial order MO.1359 as implemented by Oxley Christian College's adoption of the child safe standards and the Oxley Christian College Staff Code of Conduct and related policies.

12. Confidentiality

The incumbent must maintain strict confidentiality with reference to all matters relating to students and staff, both within the College and outside the College, in accordance with the provisions of the *Privacy Act 1988* and the *Australian Privacy Principles* and the College Privacy Policy. In addition, it is an expectation that employees will keep their salary terms and conditions confidential.

13. Quality Assurance

The incumbent is required to participate with any Quality Assurance Programs from time-to-time and to be committed to excellence in all aspects of care and cost containment within their area of responsibility.

14. Special Requirements

- Your duties may be varied by the College from time to time in accordance with the College's operational requirements, which may include both load and / or subject allocations.
- Full-time staff are required to attend daily devotions at 8.10am in the Staff Common Room and it is expected that staff will be available at College until at least 4.00pm each day. Part-time staff may be required to attend daily devotions, where they are rostered to attend and work at the College from the start of the school day.
- In addition to face-to-face teaching duties and related duties, you will have other duties, including but not limited to staff meetings, open/information days/nights, professional development activities, meetings with parents, parent/teacher nights, the pastoral care program, co-curricular responsibilities, outdoor education, camps, home groups, student chapel services, yard duty, sport supervision, and other programs.

- Some duties will need to be performed at times other than during the school day or when students are in attendance, including during non-term weeks and on weekends.
- Some duties may involve travel and work off the College campus site.
- Compliance with appropriate legislation.