



## Primary Teacher

<b>Location</b>	St Mary MacKillop College Campus Pre K - 6
<b>Accountability</b>	Principal
<b>Reporting to</b>	The Head of Primay
<b>Tenure</b>	Full Time - Temporary (Maternity Leave Cover)
<b>Salary</b>	As per the Teaching Staff EBA 2015 <a href="http://internet.ceo.wa.edu.au/Employment/Documents/">http://internet.ceo.wa.edu.au/Employment/Documents/</a>

### PURPOSE OF THE POSITION

A St Mary MacKillop College teacher encourages each student to discover and develop their interests and talents in order to become the best they can be. Providing innovative and best practice teaching, students will grow and develop lifelong learning attributes. The role of a St Mary MacKillop College teacher is to plan, organise and deliver educational programs, modelled within the Catholic Ethos, in a positive learning environment.

### KEY RESPONSIBILITIES

#### Knowledge, Experience and Skills

- Passionate about learning: demonstrates knowledge of and interest in best practice pedagogy to foster the attributes of the St Mary MacKillop College Learner.
- Plans lessons using the Western Australian Curriculum.
- Plan and prepare well: demonstrates ability to implement well-structured learning and teaching programs, using a range of resources. Demonstrates ability to develop knowledge, skills, problem solving, critical and creative thinking in students.
- The use of Explicit Direct Instruction (EDI) for English and Mathematics, with use in other areas as appropriate.
- Daily use of Reviews and Spaced Retrieval Practice in at least English and Mathematics.
- Builds rapport: demonstrates the ability to work collaboratively to build rapport with students, parents and all College employees to develop respectful, inclusive and positive working relationships.
- Demonstrates proficiency in all curriculum areas of learning, to apply and deliver engaging learning programs that are challenging but achievable for students.
- Expect high standards: demonstrates the ability to grow a culture where students can be the best they can be.
- Demonstrate proficiency in integrating digital technologies to enrich teaching and learning experiences.

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## **Primary Teacher** continued

### **Knowledge, Experience and Skills continued**

- Engage each student: demonstrate ability to design and implement and structure teaching programs using best practice and collegial advice that is responsive to the learning strengths and needs of the student.
- Innovative: demonstrates the ability to be flexible and adaptable by embracing existing and emerging technologies and teaching practices that support contemporary student learning.
- Effective feedback: demonstrates the ability to respectfully assess and provide feedback to students, parents and the College on the achievement of students' learning goals, using a variety of mediums.
- Demonstrates time management skills, to be highly organised and adaptable to changing priorities.
- Behaviour management: demonstrates the ability to build positive and respectful student relationships through setting clear expectations. Ensures the wellbeing and safety of all students. Adhering to the College's Behaviour Management Policy.
- Demonstrates ability and willingness to uphold College values of Faith, Inclusion, Respect, Service and Truth.
- Demonstrates strong understanding of Catholic Ethos and models this in all decision making

### **Teaching**

Your responsibilities as a teacher include:

- Developing a positive, trusting and respectful relationship with each student in the class.
- Monitoring student behaviour skillfully, so that other students' rights are respected.
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs.
- Maintain accurate and complete records of students' progress and development.
- Update all necessary records accurately and completely as required by law, district policies and school regulations.
- Following the College Behaviour Management Policy.
- Supporting College policy on matters pertaining to students, employees and procedures.
- Competently use the relevant digital technologies appropriate to year levels.

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**St Mary MacKillop College**  
CHOOSE LIFE WITH COURAGE

## **Primary Teacher** continued

### **Additional Role Components:**

All staff are required to:

- Actively contribute to the maintenance of the Catholic Ethos; through a manner of life and stated beliefs that are in keeping with the teachings of the Catholic Church.
- Ensure the underlying values of the College Mission are embedded within practice in the classroom.
- Take an active part in the co-curricular aspects of College life.
- Attend staff meetings, Parent Evenings and/or other College functions as the Principal may require.
- Undertake any other duties or responsibilities that may be assigned by the Principal.

### **Work, Health and Safety**

Your responsibilities as an employee include:

- Having a duty of care to ensure the safety, health and welfare of all staff, students, their parents, community members and other persons who are legally present on school premises, School premises include places away from a school campus such as a campsite or where school excursions may take place from time to time.
- Ensure understanding and compliance of the College OHS policy
- Create a culture of safety that precipitates the development, maintenance and promotion of a healthy working environment
- Complying with, as far as practicable, all instructions given to you to ensure your own safety and health.
- Proper use of any personal protective clothing or equipment supplied to you.
- Not misusing or damaging any equipment you use.
- Prompt reporting of any hazards or incidents/accidents to your Leader including damaged college property.

### **Code of Conduct**

You are responsible for ensuring you act within the framework of the College's Code of Conduct.