

## Position Description

### Teacher

Mater Christi College, Belgrave is a Catholic School established by the Sisters of the Good Samaritan of the order of St Benedict in 1963. The College is governed by an incorporated board under the auspices of Good Samaritan Education. Mater Christi is a proud leader in educational innovation and strives to educate young women to be *Informed, Compassionate* and *Creative*. This role description is written in light of the Mission and Vision statements of the College and the associated School Improvement goals set each year.

#### Position Overview

A teacher at Mater Christi College is required to demonstrate understanding of and commitment to the College Mission Statement. The position requires professional competence and willingness to contribute actively to the life of the College. A teacher is expected to enter into a responsible, engaging and meaningful partnership with the families of their students and provide challenging learning activities, develop supportive networks and engage in active professional development.

The primary responsibility is for allocated classes, assigned roles and supervision duties. A teacher also works in a co-operative team environment, demonstrating and modelling organisational skills and knowledge requirements for a contemporary workplace and accepting challenges to extend teaching programs to meet students' learning needs in a rapidly changing world. A teacher will show leadership capacity by taking responsibility for future teaching directions, through a robust exchange of ideas, thorough research and supportive leadership.

All teachers at Mater Christi College are employed under the conditions set out in the VCEMEA (2018).

#### Commitment to Mission

All staff in a Good Samaritan School have an indispensable role to play in furthering the mission of Good Samaritan Education and of the Church as a whole. It is expected of all employed at Mater Christi College that they:

- Actively support the Good Samaritan Educational Philosophy of the school within the wider context of Catholic Education.
- Develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work.
- Avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community in whose name they act.
- Comply with the accreditation policy of the CECV to teach in a Catholic School.

#### Mater Christi College is a Child Safe School

Mater Christi College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our students and their fundamental right to be respected and nurtured in a safe school environment. This commitment includes regular and appropriate learning opportunities in relation to child safety and young people's protection and wellbeing.

We also commit to listening to, and taking seriously all concerns voiced by students, staff, parents and caregivers, volunteers, contractors and members of the community. We commit to continuously reviewing and improving our systems to protect children from abuse.

Our commitment is drawn from and inherent in the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the Gospel.

## Attributes and Competencies

It is expected that all teachers will

- Show a lively and practical support of the Catholic, Good Samaritan, Benedictine nature of the College.
- Have a firm belief in, and commitment to, the mission and vision of the College and an ability to articulate and promote these.
- Have a clear focus on student learning and wellbeing in and beyond the classroom.
- Show practical understanding of the nature of confidentiality as required.
- Exhibit ongoing professional growth on a personal level and for the benefit of the College community.
- Demonstrate a high level of ability to articulate educational issues and perspectives in communication with colleagues and others, particularly in public forums.
- Demonstrate an understanding of key priorities of the legal requirements surrounding Child Safety.
- Display initiative, exercise creativity and adaptability; be able to work autonomously and as part of a team.

## Key Accountabilities

Student spiritual, academic, pastoral and community potential

- Support the Principal and College Executive, Curriculum and Pastoral Teams to develop the spiritual, academic, pastoral and community potential of all students at the College
- Actively support and demonstrate loyalty to the leadership of the College

Learning program and teaching activities

- Develop a stimulating learning environment by using a variety of strategies to cater for individual learning needs
- Ensure that students with diverse learning needs are catered for and that such adjustments are recorded.
- Demonstrate a high level of organisation and lesson planning
- Understand and comply with College, State and National course requirements, including VCE Study designs, assessment requirements and policies.
- Ensure timely and accurate recording of student attendance
- Embrace the use of information and communications technologies to enhance learning and professional collaboration
- Contribute professionally to relevant learning progress discussions
- Complete formal academic reports that conform to report writing guidelines
- Monitor the progress of each student and provide meaningful and regular feedback to each student on their progress
- Collaboratively plan, develop, review and evaluate relevant curriculum programs
- Liaise with appropriate support staff in the implementation of the curriculum
- Actively support wider College activities, e.g. Masses, liturgies, assemblies, school sports, school camps/excursions.

Policies, professional standards and legislative requirements

- Inspired by the Rule of St Benedict and guided by College policies, uphold professional standards and legislative requirements as expected of all staff.
- Strive for professional growth in accordance with the Australian Professional Standards for Teachers ([APST](#)).
- Conduct themselves in accordance with the [VIT Code of Conduct](#) and the Mater Christi *Employee Code of Conduct*.

Commitment to Child Safety and Pastoral Care

- Teachers should demonstrate an ongoing understanding of child safety requirements, including understanding appropriate behaviours when engaging with young people in and beyond the classroom. This commitment should extend beyond the legal

## Key Accountabilities

obligations relating to child safety (such as mandatory reporting, Ministerial Order 1359) and include pastoral care of the whole person.

### Other duties

- As directed by the Principal

## Selection Criteria (for employment of new staff)

### Essential

- Current teaching qualifications and Victorian Institute of Teaching (VIT) registration.
- Accreditation to teach in a Catholic school (or be working towards such accreditation)
- Relevant post-graduate studies (or working towards such qualifications)
- Demonstrated experience in using ICT to teach subject area
- Demonstrated commitment to professional engagement and improvement.

### Desirable Other

- Accreditation to Teach Religious Education
- Demonstrated understanding and experience of the learning and teaching pedagogy associated with the Middle Years Program (IBO).
- Preference for experience in inquiry-based learning and use of student data to maximise learning outcomes
- Familiarity with using data to drive improvement.