



MAMRE ANGLICAN SCHOOL



CLASS ROOM TEACHER - PDHPE

Role Description

Purpose

The classroom teacher will work with other staff to be an effective professional who demonstrates thorough curriculum knowledge, can plan, teach and assess effectively, take responsibility for professional development and promotes the aims and objectives of Mamre Anglican School (MAS).

Major Responsibilities

The classroom teacher is responsible to the Principal through the Head of Senior School and Head of Faculty in the following areas:

Planning, Teaching and Class Management

Teach allocated students by planning their teaching to achieve progression of learning and:

- identify clear teaching objectives and specify how they will be taught and assessed
- set appropriate academic and behavioural expectations
- maintain discipline in accordance with the MAS procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- be aware of, make provision and differentiate for, students who have learning difficulties, are gifted or who have other particular individual needs
- implement a variety of teaching methods, including ICT & CANVAS as a learning platform
- critically evaluate your own teaching to improve effectiveness
- participate in a peer evaluation system to improve classroom practice
- communicate with parents via the phone or email about their child's progress as appropriate
- liaise with the Head of Faculty to ensure the implementation of MAS policies and best practice

Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching; ensure coverage of programs of study
- Prompt marking, returning (2 weeks) and monitoring of students formal and informal assessment work and set targets for progress
- Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses to inform planning and recognise the level at which the student is achieving
- Undertake assessment of students as requested by NESA and MAS procedures; undertake assessment of students and participate in the School's reporting system to parents
- Keep abreast of statutory requirements in curriculum expressed by NESA and other professional bodies
- Write student academic reports as per the School guidelines and within published time frames
- Maintain an electronic Markbook on Edumate

Curriculum Development

- Write and evaluate programs as required by the Head of Faculty in the allocated timeframe
- Maintain program registers as required by the Head of Faculty in the allocated timeframe
- Make evident a Christian worldview in all programs
- Contribute to a positive atmosphere and collegiality within relevant faculties

Pastoral Care

- Be a Roll Call teacher to an assigned group of students, building rapport with individual students and encouraging the holistic growth of each student
- Promote the general progress and well-being of individual students and the Senior School as a whole
- Monitor and report on the progress of individual students. Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved
- Liaise with the Head of Senior School and Dean of Students to ensure the implementation of the School's pastoral care system
- Communicate with parents via the phone or email about their child as appropriate
- Support the Friday afternoon Clubs Program by providing a suitable co-curricular activity
- Assist in school assemblies, Chapel programs and co-curricular activities when required
- Attend School camps and excursions when required

Other Professional Requirements

- Have a working knowledge of teachers' professional duties, standards and duty of care
- Operate at all times within the stated policies and practices of the School including dressing in a professional manner, in line with the Staff Code of Conduct
- Contribute to the corporate life of the School through effective participation in meetings and management systems necessary to coordinate the management of the School
- Take responsibility for your own professional development and duties in relation to School policies and practices
- Attend staff devotions and lead on a rostered basis

Role Specific Duties

- Be competent, physically fit and able to teach a variety of specialties in the physical education domain
- Facilitate co-curricular physical education groups
- Coach and mentor students in at least one area of expertise
- Be prepared to teach PDHPE K-12
- Facilitate, participate and assist with school sport events, carnivals before, during and after school.

Other Professional Responsibilities

- Perform any other duties as required by the Principal or her nominees from time to time.

Applications

All applications should include the following:

1. Completion of the Employment Application Form which is available on the School website www.mamre.nsw.edu.au
2. Cover letter
3. Resumé outlining teaching, administrative and other experience relevant to this position
4. Cultural, recreational and sporting interests
5. A statement of educational philosophy
6. Signed Statement of Faith
7. The names, addresses and telephone numbers of two confidential referees. One of these should be the applicant's present employer and one should be a minister of religion.

Email to: office@mamre.nsw.edu.au

Subject: CONFIDENTIAL - The Principal – Senior School Teacher - PDHPE