



# MAMRE ANGLICAN SCHOOL



## SENIOR SCHOOL TEACHER – TAS Multimedia

### Role Description

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#### 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 Director of Teaching and Learning 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 NESAs 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 Welfare and Stage Advisor 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.

### Role Specific Requirements

- The School is developing an exemplary Design programme and is looking for a passionate, enthusiastic and highly experienced TAS teacher to join our team of committed and professional staff.

To be successful in this role it is desirable you have:

- Extensive teaching experience across Stages 4, 5 and 6
- Ability to teach Multimedia is essential and an ability to teach Design & Technology is desirable
- Highly developed communication skills
- Ability to collaborate with your colleagues
- Understanding of "maker" mindset with a range of current materials
- Expertise in Resistive materials, Engineering and Design is desirable
- Expertise with a range of digital technologies including: CAD, 3D printing and laser cutting
- The flexibility to work with a range of student abilities

- An understanding of and commitment to the School's Christian framework, values and ethos.

### 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.

### 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:

- Completion of the Employment Application Form which is available on the School website [www.mamre.nsw.edu.au](http://www.mamre.nsw.edu.au)
- Cover letter
- Resumé outlining teaching, administrative and other experience relevant to this position
- Cultural, recreational and sporting interests
- A statement of educational philosophy
- Signed Statement of Faith
- The names, addresses and telephone numbers of three 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](mailto:office@mamre.nsw.edu.au)

Subject: CONFIDENTIAL - The Principal - TAS Multimedia Teacher Position