
GEELONG LUTHERAN COLLEGE

"Growing in knowledge and faith through Christ-centred learning"

Position Description

MIDDLE / SENIOR YEARS TEACHER

COLLEGE BACKGROUND

Geelong Lutheran College provides a distinctive Christian Education within the Lutheran tradition. The College commenced in 2009 with 57 students from Prep to Year 7. Currently, we have 530 students on our roll from Prep to Year 12, and next year we anticipate an enrolment of approximately 570 students. Ultimately, Geelong Lutheran College will be a P-12 school of approximately 950 students.

Our location in the Armstrong Creek urban growth corridor between Geelong and Torquay allows us to provide an alternative education choice for families in this rapidly developing area.

College Vision Statement

Growing in knowledge and faith through Christ-centred learning.

College Mission Statement

Geelong Lutheran College shares the mission of all Lutheran schools and aims to encourage and support students, informed and sustained by the word of God, to develop their God-given talents so that they may shape and enrich their world.

POSITION OBJECTIVES

At Geelong Lutheran College it is expected that each teacher will support the Christian ethos of the College and provide a good example for Christian living. Positive reinforcement of children and the creation of a supportive learning environment are of utmost importance. Where correction of students is needed, this correction is to be given in a loving, caring manner and restoration freely offered to children who err as God forgives each of us for Jesus' sake.

The Christian Education environment we offer depends largely on the maturity and professionalism of all staff. Therefore, it is expected that teaching staff will co-operate fully with the Principal, Head of School, other staff and the College Council in adhering to the policies and teachings, and fostering the ethos, culture and traditions of Geelong Lutheran College.

STATEMENT OF COMMITMENT TO CHILD SAFETY

Geelong Lutheran College is committed to being a Child Safe organisation. Geelong Lutheran College has a zero tolerance for child abuse and is committed to acting in children's best interests and in keeping them safe from harm. Geelong Lutheran College regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a child safe culture.

KEY TASKS AND EXPECTATIONS

(a) **Planning and Preparation for Classes**

1. Identify the individual needs of all students and provide for the range of abilities within the class.
2. Prepare long and short term written course outlines in line with College policy, having considered the needs of all the children and curriculum documents.
3. Be aware of the range and uses of resources throughout the College and have relevant materials available and easily accessible in the classroom to cater for the needs of the students.
4. Evaluate planning regularly and systematically and modify planning in the light of experience.

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5. Provide opportunities for the intellectual, spiritual, cultural, physical and social development of students through the selection of appropriate activities.

(b) Organisation

1. Be well-prepared for classes.
2. Develop and maintain classroom routines to provide a safe and structured learning environment that is supportive to all students.
3. Maintain purposeful displays of student work and ensure they are regularly changed.
4. Manage time and resources effectively to ensure appropriate curricula and co-curricular delivery in accordance with College and educational requirements.
5. Assist the smooth running of the College by timely completion of returns.

(c) Assessment, Evaluation and Record Keeping

1. Ensure that regular assessment and evaluation of each student is carried out and that adequate records are kept for self and the College.
2. Plan a variety of measures to monitor and evaluate pupil progress.
3. Ensure that all criticism is constructive.
4. Regularly participate in the evaluation of College policies and curriculum areas.
5. Prepare written evaluations on children's progress for parents in Terms 2 and 4.
6. Communicate with parents as early as possible when a child is experiencing difficulty in any subject area.
7. Maintain high academic standards.

(d) Pastoral Care as a Home room and subject teacher

1. Ensure presentation of a Christ-centred devotion in Home rooms.
2. Mark the roll in accordance with the College and VRQA policy.
3. Be aware of the child's home background, safety and welfare and take these factors into consideration in any dealings with the child.
4. Act upon indications of suspected abuse and any signs of non-accidental injury.
5. Effectively manage student behaviour seeking assistance from the Team Leader (Students) when it is required.
6. Maintain an atmosphere in the classroom which encourages each student to perform to the best of his/her ability.
7. Promote Christian principles of faith and appropriate lifestyle amongst students.
8. Provide opportunities for the intellectual, spiritual, cultural, physical and social development of students through the selection of appropriate activities.

(e) Relationships

1. Develop positive relationships with the Principal, the Head of School, Coordinators and other members of the College staff.
2. Work cooperatively and collaboratively with other teachers in the same subject area or year level team.
3. Develop positive and supportive relationships with the parents.
4. Initiate contact with parents to highlight aspects of good work/conduct and instances when concerns arise.
5. As the opportunities arise, develop positive relationships with members of the community and promote a positive image of the College among them.
6. Develop a warm, caring relationship with the children of the College.

(f) Professionalism

1. Provide a positive example to members of the College community through personal presentation (e.g., dress, speech) and ethical behaviour.
2. Keep abreast of current thinking in education and participate in course and professional development activities.

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3. Be supportive of other members of the College staff and work them as a member of the College team.
 4. Take responsibility for any child within the College community as necessary.
 5. Be available outside regular school hours for parent information evenings, Open Days, and individual interviews with parents.
 6. Attend staff meetings and staff devotions.
 7. Serve on yard, before school and after school duties as rostered.
 8. Adhere to the College's policies.

CONDITIONS OF EMPLOYMENT

- (a) Meet the requirements of registration as a primary teacher with the Victorian Institute of Teaching
- (b) Hold, or commit to complete, relevant accreditation as required by the Board for Lutheran Education Australia.
- (c) As Geelong Lutheran College has a commitment to child safety, teaching staff will be responsible for understanding, applying and promoting the College's child safety commitment, policies and procedures, including:
 - complying with the College's Child Protection Code of Conduct and Staff and Student Professional Boundaries Guidelines;
 - identifying and proactively addressing risks;
 - identifying indicators of possible child abuse;
 - reporting concerns to one of the College's Child Safety Officers;
 - taking all practicable steps to protect students where a risk to their safety has been identified;
 - managing disclosures;
 - reporting, including Mandatory Reporting;
 - promoting resilience and reporting amongst students;
 - being aware of issues relating to Aboriginal and Torres Strait Islander students, students from cultural and linguistic diverse backgrounds, or students with a disability, in addressing child protection teaching and disclosures.

KEY SELECTION CRITERIA

- (a) Demonstrated commitment to the Christian ethos of Geelong Lutheran College.
- (b) Accreditation and Training Requirements: (i) Meet or be able to meet the requirements of teacher registration with the Victorian Institute of Teaching, (ii) Either accreditation as a teacher within Lutheran Schools or a commitment to complete the level of accreditation required according to current LEA staffing policy, (iii) Current First Aid qualifications or a commitment to gaining this qualification prior to commencement. (Note that GLC will provide opportunities for teachers to maintain these qualifications at the end of each year).
- (c) A professional outlook on current educational thought
- (d) Demonstrated knowledge and quality experiences relevant to the position.
- (e) Demonstrated ability to develop positive relationships with parents, students and fellow staff.

REMUNERATION

Salary and conditions of employment are in accordance with the Lutheran Education South Eastern Region (Victorian Schools) Multi Enterprise Agreement 2014.

Updated August 2017