Girton Grammar School Bendigo

POSITION DESCRIPTION

POSITION: Teacher of Japanese
REPORTS TO: Head of Japanese
TERM OF POSITION: Full & Part time options - beginning Term 4, 2020
COMMENCING: Monday 5 October 2020
APPLICATIONS CLOSE: 22nd July 2020

SPECIFIC POSITION REQUIREMENT

- Appropriate tertiary qualifications with a Major or Minor in Japanese
- Ability to teach Japanese at the VCE level

GIRTON GRAMMAR SCHOOL

Girton Grammar School in Bendigo is a leading independent school for boys and girls catering for around 1,200 students from Prep to Year 12 in an enriching and supportive environment.

With a Junior School campus and separate Senior School campus minutes from the centre of town, this renowned School sits at the heart of the Bendigo community.

With a rich sense of traditions that only history can bestow, the school has a distinctive character, and for everyone associated with it, a genuine sense of unity.

The school is proud of its culture of optimism and commitment in both students and staff, translating to personal growth and academic achievement that truly sets the school apart in Regional Victoria.

Our rich history and steadfast values have, over time, built a school culture where we equally value people, character and learning. The behaviour and attitude of our students and staff contributes to a learning environment where every child is known and their individuality is respected.

TEACHING AT GIRTON GRAMMAR SCHOOL

Girton Grammar School values the development in each student of the skills which underpin intellectual growth. Inherent is a deep respect for the various academic disciplines, which provide the analytical tools through which to describe, interrogate, understand and expand a student's view of the world. Creativity, curiosity, collaboration and communication are key elements contributing to intellectual growth and future achievements. Discernment and critical awareness are vital in a world where information is prolific but needs to be tested. Within this context students will acquire the habits of mind necessary to support their academic growth and success.

Teachers at Girton Grammar School are professional people and this is reflected in their teaching and in their relationships with students, parents and other staff members.

Teachers are at all times responsible to the Head for duties relating to effective teaching, student welfare, and other duties. Teachers are expected to support the School's aims, policies, procedures and philosophy, all of which are outlined below.

TEACHING AND LEARNING

Girton Grammar School's Statement of Effective Student Learning articulates the expected role teachers play in the learning of its students. Applicants selected for interview will be expected to be familiar with this document. A copy of this document can be found on Girton Grammar School's website. https://www.girton.vic.edu.au/images/documents/GGS-Statement-of-Effective-Learning-A3-SPREADS-2015.pdf

STUDENT WELLBEING

Girton Grammar School's Statement of Effective Pastoral Care outlines the role teachers are expected to play in the care and nurturing of each student. Applicants selected for interview will be expected to be familiar with this document. A copy of this document can be found on Girton Grammar School's website. https://www.girton.vic.edu.au/images/documents/GGS-Statement-of-Effective-Pastoral-Care.pdf

CO-CURRICULUM

All teachers are expected to participate in the School's Co-Curriculum programme, as directed by the Head of Co-Curriculum.

PROFESSIONAL LEARNING

Girton teachers are required to:

- Actively participate in professional learning activities in order to keep up to date professionally
- Support school wide professional learning through the sharing of professional knowledge and practices with colleagues.
- Participate in a cyclical appraisal process to improve knowledge and practice

CURRICULUM AND RESOURCE DEVELOPMENT

Girton teachers are required to:

- Within the stated curriculum, develop a clear and comprehensive course of instruction that is congruent with course objectives.
- Contribute to the development of teaching and assessment materials within the subject(s) taught
- Design and implement programs based on sound research and collaboration with colleagues

OTHER DUTIES

Girton teachers are required to:

- Attend promptly and actively supervise students whilst on yard duty
- Attend School staff meetings, departmental meetings, and other meetings, as scheduled.
- Attend parent teacher interviews
- Attend Speech Night and other designated significant School activities
- Attend School Outdoor Education Camps or other Curriculum Camps, if required
- Consult with the Heads of Department and the Heads of House when necessary
- Work safely and report any hazards in accordance with school procedures
- Carry out the administrative requirements of the School
- Other duties as variously required by the Head

CONDITIONS

- The relevant award is the Girton Grammar School Certified Agreement.

SELECTION CRITERIA

- Appropriate tertiary qualifications
- Professional curriculum knowledge
- Demonstrated effective delivery of teaching and learning programs
- Strong interpersonal skills
- A demonstrated commitment to student wellbeing
- A commitment to child safety, demonstrating an understanding of appropriate behaviours when engaging with children with diverse needs and backgrounds
- Strong skills in the use of Information and Communication Technologies, especially as they relate to teaching and learning
- Sound organizational and planning skills
- A commitment to co-curricular activities
- VIT registration and a satisfactory police check

ADDITIONAL INFORMATION

The successful applicant will have a teaching load and participate in co-curricular programs.

TO APPLY

To apply submit your CV along with a letter of application to the Acting Head, and email to: employment@girton.vic.edu.au

Candidates who are selected for an interview should expect a second interview if they are short-listed for this position.

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Girton

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