

## POSITION DESCRIPTION

POSITION:	Junior School Classroom Teacher
REPORTS TO:	Head of Junior School
TERM OF POSITION:	Full time, Ongoing
CLOSING DATE:	1 <sup>st</sup> November 2021

### SPECIFIC POSITION REQUIREMENT

Appropriate Primary Teaching Qualification and VIT registration

### THE POSITION

This is an opportunity for an outstanding and dedicated Primary Educator to work in an environment where professionalism, care and collegiality are of the utmost importance. The position requires an enthusiastic and professional person who is familiar with the most up-to-date developments in curriculum and pedagogy.

A strong knowledge of the theories and practice that best facilitate the acquisition of Literacy and Numeracy skills and the ability to demonstrate an extensive knowledge of assessment for learning improvement are essential.

The successful applicant will also have an excellent rapport with children and be able to contribute to the School's co-curriculum either in sports coaching, team management or in some other form of sporting or cultural pursuit.

A familiarity with educational technology is a requirement, demonstrating the ability to assist children in technology aided learning. In addition, the successful applicant will be committed to working in a co-operative environment where teamwork and flexibility are valued highly.

Outstanding classroom management skills are required and the ability to interact with parents in a positive and supportive manner is essential.

### GIRTON GRAMMAR SCHOOL

Girton Grammar School in Bendigo is a leading independent school from Prep to Year 12 catering for around 1,200 students 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 expected to support the School's aims, policies, procedures and philosophy.

### TEACHING AND LEARNING

Girton Grammar School's Statement of Effective 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/documents/GGS-Statement-of-Effective-Learning.pdf>

### STUDENT WELLBEING

Girton Grammar School's Statement of 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.

## 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

Employment conditions are in accordance with 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 organisational and planning skills
- A commitment to co-curricular activities
- Current VIT registration

## ADDITIONAL INFORMATION

Girton Grammar School is committed to promoting child safety, children's wellbeing and protecting children from abuse. Ministerial Order 870 requires the School to implement child safety standards and to accommodate and take the needs of all children (including but not limited to, Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable) into account when creating a child safe environment. All staff must comply with the School's [Child Safety Code of Conduct](#) and related policies and procedures, uphold the overarching principles and values set out, and take all reasonable steps to promote the safety of children.

Workplace health and safety is the responsibility of all staff. All staff are responsible and accountable for performing their duties in accordance with legislative and policy requirements.

A six-month minimum probation period applies to all new staff members commencing employment at Girton Grammar School.

Employment conditions are in accordance with the Girton Grammar School Bendigo Enterprise Agreement, as varied from time to time.

Girton Grammar School reserves the right to modify position descriptions, as required. Where this is required, staff will be consulted.

## TO APPLY

To apply, submit your CV along with a cover letter of no more than two pages to the Head, via email: [employ@girton.vic.edu.au](mailto:employ@girton.vic.edu.au).

For further information related to this position, please contact the Head of Junior School, Don Thompson, [donalddthompson@girton.vic.edu.au](mailto:donalddthompson@girton.vic.edu.au)

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