



POSITION DESCRIPTION: CLASSROOM TEACHER- SENIOR SCHOOL

NAME OF POSITION	Classroom Teacher – Senior School
REPORTING MANAGER	Head of Department
INTRODUCTION	<p>Kambala is a leading educational institution for girls and young women in Australia. Established in 1887, it is one of the first girls schools in New South Wales and as such enjoys an outstanding reputation combined with a proud tradition of women’s achievements.</p> <p>Each Classroom Teacher has a responsibility to the Principal to espouse the School’s Vision and Values in and out of the classroom and, in partnership with their Head of Department and Director of Curriculum, to deliver the academic programs to ensure Kambala is a high functioning, high performing School, with our students’ individual success at the centre of our professionalism.</p> <p>The role of Classroom Teacher is central to the holistic development of all students and every teacher’s involvement in the academic, well-being, co-curricular activities plays a vital role in the development of <i>The Whole Girl</i>.</p>
ROLE OVERVIEW	<ul style="list-style-type: none"> • Actively supports the School’s Vision and Values, and appropriately enacts the School’s Strategic Plan • Effectively administers educational responsibilities including documenting planned and enacted curriculum such as developing unit outlines, lesson plans and assessment for their classes and/or cohorts • Builds relationships with their students and colleagues that are based on respect and trust in order to develop a sense of shared purpose • Enacts an holistic approach to academic care • Professionally collaborates with colleagues • Informs and seeks to be informed about students in their classes and issues within their subject area • Promotes the School within the broader community and makes known, where appropriate, the School’s developments in the teaching of their academic discipline • Provides input into their Faculty/Department and reflects on the effectiveness of their contributions to the Faculty/Department in which they operate • Where appropriate, provide strategic input into the teaching and learning of their subject area, including pedagogy and developments in new research and ICT opportunities. • Actively seeks to improve their own teaching practice through their professional development plan





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ROLE RESPONSIBILITIES	<p>Each Classroom Teacher will demonstrate exceptional professional knowledge by:</p> <p>Knowing their students and how they learn:</p> <ul style="list-style-type: none">• Establishes and maintains positive, appropriate and supportive professional relationships with students• Displays patience and empathy in their interactions with students• Develops, implements and continually reviews their teaching practice to ensure quality student learning <p>Knowing the subject content and how to teach it:</p> <ul style="list-style-type: none">• Demonstrates a comprehensive knowledge of their subject area/s and actively maintains currency in those areas• Explicitly and implicitly differentiates learning experiences to provide opportunities for all learners• Maintains currency in accreditation or certification where required• Maintains currency in the effective utilisation of technology in educational contexts• Demonstrates knowledge of relevant external requirements regarding the implementation of curriculum for students, including (but not exclusive to) NESA syllabus or IB Guide requirements <p>Demonstrates exceptional professional practice by:</p> <p>Planning for and implementing effective teaching and learning:</p> <ul style="list-style-type: none">• Implements teaching and learning strategies consistent with the School's policies• Documents curriculum planning including annotated programs, assessments and students work samples. Integrates the use of technology in the teaching and learning experiences for students• Demonstrates a willingness to explore and/or assimilate new pedagogies to improve student learning outcomes• Co-operates with colleagues in subject/year areas in planning, teaching and curriculum matters in an effective, positive and productive team environment <p>Creating and maintaining supportive and safe learning environments:</p> <ul style="list-style-type: none">• Fosters a learning environment that promotes the individual student's motivation and engagement• Establishes clear rules and expectations for student behaviour in the classroom• Utilises effective classroom management strategies, consistent with the School Policies and expectations• Maintains a class environment that is safe and educationally effective• Ensures student presentation is tidy and appropriate at all times
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	<ul style="list-style-type: none">• Actively supports and is involved in the pastoral care of students• Liaises with Heads of Year, Learning Enrichment and other key staff where necessary in regard to student support, enrichment and challenge• Participates in, is committed to and assists with cohort and whole school experiences <p>Assessing, providing feedback and reporting on student learning:</p> <ul style="list-style-type: none">• Maintains consistency, validity and accuracy in the grading, moderation and feedback of assessment across all year levels• Provides feedback to students in a timely fashion in accordance with Faculty and School expectations ie. Kambala Assessment Policy• Meets deadlines regarding the submission progressive and summative reports as per published timelines <p>Demonstrates exceptional professional engagement by:</p> <p>Engaging in professional learning:</p> <ul style="list-style-type: none">• Displays a commitment to teaching and to developing themselves professionally to ensure vitality, renewal and continual improvement in their teaching practice and subject knowledge• Engages in and meets requirements of the School's Professional Development Plan (PDP)• Maintains currency of subject knowledge through external professional development• Actively participates in School-based professional learning experiences• Maintains currency in accreditation or certification where required for curriculum or co-curricular responsibilities• Satisfies minimum professional learning involvement to renew NESAs registration• Continues to role-model learning through their own formal and informal studies <p>Engaging professionally with colleagues, parents/carers and the community:</p> <ul style="list-style-type: none">• Maintains knowledge of School Policies and Procedures; supports and School Policies in the completion of responsibilities• Meets standards of punctuality to assigned classes or responsibilities as delegated• Meets relevant deadlines• Maintains accurate class rolls according to School Policy• Participates and contributes to meetings relevant to his/her role in the School• Maintains a professional level of dress and appearance
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	<ul style="list-style-type: none">• Maintains professional standards of communication with staff, parents and students using appropriate channels• Is involved in coaching, organising or assisting with an approved School Co-curricular activity, as negotiated with the Principal or their delegate• Adheres to guidelines and procedures for co-curricular activities as established by the School• Supports the School's outdoor education programs and experiences and actively participates in such activities, unless extenuating circumstances require an exemption by the Principal.
QUALIFICATIONS AND EXPERIENCE	<ul style="list-style-type: none">• Relevant tertiary degree and teaching qualifications essential• Masters degree or doctorate would be highly regarded• Current teacher registration in NSW, or satisfy the necessary criteria to gain registration• Personal membership of relevant professional associations is desirable• Understanding of current theory and research relating to girls' education• Outstanding professional presentation and manner• Possess excellent written and interpersonal communication skills• Excellent technological literacy across a range of applications• Ability to liaise professionally with staff, students, parents and other colleagues• Demonstrated experience in dealing appropriately with confidential and sensitive information• Display creative and effective problem-solving techniques• Proven ability to work collaboratively and energetically within a dynamic organisation