



**Mercedes College**  
ASPIRE EXCEL LEAD

## POSITION DESCRIPTION

Position: Teacher - French / Italian

Reports to: Head of Learning Area - Languages

Tenure: On-going

Status: Full-time

Commencement Date: Term 2 2026

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## COLLEGE BACKGROUND

Mercedes College is a Catholic secondary school for girls in Years 7 to 12, governed by Mercy Education Limited and grounded in the Mercy Tradition. Situated in the heart of the City of Perth and part of the City's heritage precinct, the College was the first foundation of the Sisters of Mercy in Australia and is the oldest girls' school in Australia on the original site of foundation.

Since opening in 1846, the College has demonstrated a commitment to providing the highest quality educational experience for girls from a diversity of cultures and backgrounds. We aim for excellence in a learning environment where students are encouraged to take ownership of their educational journey and persevere to achieve their personal best.

We are inviting applications for the following position from individuals who will bring expertise, enthusiasm, innovation, and a commitment to the shared Vision of the College. It is essential that applicants be prepared to support the ethos, values, and mission of the College.

## OVERVIEW OF THE POSITION

The French and/or Italian Teacher at Mercedes College plays a pivotal role in fostering students' appreciation and understanding of both languages and their associated cultures. Responsible for delivering engaging and dynamic lessons from Years 7 to 12, the teacher will create an immersive learning environment where students develop fluency, communication skills, and a passion for French and Italian.

In alignment with the College's mission and values, the French and/or Italian Teacher will be responsible for curriculum planning, assessment, and integrating technology to enhance language acquisition. This role requires strong organisational and communication skills, as well as the ability to build positive relationships with students, parents, and staff.

The successful candidate will work collaboratively within the Languages Department to support the holistic development of students and contribute to the broader life of the College, including participation in extracurricular activities such as language clubs, cultural events, and study tours, providing students with enriching experiences beyond the classroom.

The ability to teach French and/or Italian is required. Applicants who can teach one or both languages and other subjects are encouraged to apply.

## **KEY DUTIES / RESPONSIBILITIES**

### **PASTORAL**

- Advocate and support the Mercy ethos, values and mission of the College
- Promote and maintain Gospel values and the Catholic tradition across all sectors of the College, including students, staff and parents
- Ensure all undertakings are student focused

### **CLASSROOM**

- Provide a child-safe learning environment for all students
- A clear understanding of the curriculum
- Ensure the educational standards of the College are maintained
- Ensure every student experiences teaching and learning opportunities at the highest possible standard
- Use information and communication technologies safely, responsibly and ethically
- Be familiar with and understand the core systems for the delivery of student learning across the College
- Engage in professional learning to maintain curriculum knowledge
- Ensure learning programs are made available to students in SEQTA at the beginning of the course
- Monitor student attendance and academic progress
- Exercise discretion and maintain confidentiality in dealing with sensitive and high-level issues
- Record all parent contact, pastoral concerns and actions in SEQTA
- Maintain high standards of professional communication with all stakeholders

### **OTHER**

- Comply with the Mercy Education Limited Code of Conduct, management directives and approved policies and procedures
- Participation in the co-curricular life of the College is an expectation
- Actively participate in the Work Health and Safety program at the College. This includes completing all Mercy Education Ltd modules within the time frame provided
- Assist in the coordination of and actively participate in various school functions
- Comply with the staff dress code at all times
- Any other duties as directed by the Principal or their delegate

### **SELECTION CRITERIA**

- Commitment to the ethos and values of Catholic and Mercy education
- Ability to teach Italian for Years 7-10 and/or French for Years 7-8 at a minimum; the ability to teach higher year levels would be advantageous
- Demonstrated understanding of the AITSL standards as applied to teaching staff
- Proven ability to establish a good rapport with students throughout all year levels and a capacity to relate well to teenage girls
- Excellent interpersonal, communication and problem solving skills
- Demonstrated ability to use Information Communication Technology as a core part of learning and working

## CONDITIONS OF EMPLOYMENT

Mercy Education Limited is the Employer of all staff at Mercedes College and employment will be subject to the terms and conditions of WA Catholic School Teachers Enterprise Agreement 2023, Independent Schools Teachers Award 1976, Mercy Education Limited policies and school-based policy statements.

Remuneration will be dependent on years of teaching experience.

Support for the ethos and mission of the College as outlined in documents on our website: [www.mercedes.wa.edu.au](http://www.mercedes.wa.edu.au)

The successful candidate will also require:

- A current Working with Children Check Card (WWC)
- A current registration with the TRBWA
- Accreditation to Teach in a Catholic School or preparedness to work towards it
- Undergo Mandatory Reporting training
- Undergo Staff Code of Conduct training

## APPLICATIONS

Applicants must provide a covering letter addressing the selection criteria, a detailed curriculum vitae and the names of three referees, one of whom must be the current employer.

Please include all relevant documentation into one PDF document prior to submission.

Applications must be in writing addressed to the Principal, Dr Lucie McCrory, and emailed to [employment@mercedes.wa.edu.au](mailto:employment@mercedes.wa.edu.au) by 9am Friday, 10 April 2026.

**We encourage you to apply as soon as possible as we reserve right to close this vacancy early.**

After consideration of all applications, a short-list will be developed. Interviews will be held as soon as possible after the closing date.

Confidential queries about this position can be directed to [employment@mercedes.wa.edu.au](mailto:employment@mercedes.wa.edu.au).

## LINKS

- WA Catholic School Teachers Enterprise Agreement - [CEWA.edu.au](http://CEWA.edu.au)
- Mercy Education Limited Code of Conduct - [mercy.edu.au/Code of Conduct](http://mercy.edu.au/Code of Conduct)
- Mercy Education Limited Policies - [mercy.edu.au/resources/policies](http://mercy.edu.au/resources/policies)