



## Guildford Grammar School

### POSITION DESCRIPTION

<b>Position Title:</b>	Teacher of English
<b>Date established:</b>	July 2021
<b>Reports to:</b>	Head of English Faculty

### POSITION OVERVIEW

Guildford Grammar School is a coeducational independent Anglican School committed to delivering the highest standard of education, inspiring students to achieve personal excellence within a warm and inclusive community environment. The school employs staff who are passionate and energetic in their profession and place student learning and wellbeing at the forefront of all they do.

Since 1896, Guildford Grammar School has provided an outstanding education and helped shape some of Western Australia's finest leaders. While forever founded in history, our values and traditions, the school has evolved over time to equip each new generation with the skills they need to succeed. The school has recently completed our transition to full co-education, including the completion of a new purpose-built, contemporary boarding facility that opened this year.

We are seeking an energetic teacher who has experience in developing and delivering engaging curriculum that meets the individual needs and interests of students in Years 7 to 12. This position will appeal to an educator that equally values the development of core competencies, interpersonal connections, academic outcomes, and student wellbeing.

This position is full time for Term 4 2021 only at this stage, covering a teacher that is taking a period of parental leave.

## KEY RESPONSIBILITIES AND TASKS

### Teaching Requirements

The role is required for a Teacher of English (Years 7 to 12) to Secondary students.

- Ability to teach English classes from Year 7 to Year 12
- Plan lessons and administer appropriate assessment tasks
- Remain up-to-date with curriculum and pedagogy to enhance student learning
- Create flexible and differentiated learning experiences to meet the needs and interests of all students
- Undertake regular assessment of students and provide meaningful feedback on their learning
- Provide detailed feedback to parents on student progress
- Liaise with colleagues on pastoral and academic matters
- Meet formally with parents to provide feedback at parent/teacher evenings
- Contribute to Faculty meetings and work collaboratively with staff to provide the highest standards of teaching and learning
- Attend and actively participate in all professional development activities
- Ability to help review and develop teaching programs and assessment tasks

### Pastoral Care

All teachers at Guildford Grammar School are fully involved in the pastoral and co-curricular development of our students, and are supportive of the Anglican ethos of the School. This position includes duties associated with a pastoral care group.

- Provide support to each student within the pastoral care framework
- Liaise with Heads of Houses and Mentors on the progress of each student to ensure a holistic approach to well-being and development
- Be a Mentor to a group of students within the School House structure

### Co-Curricular Program

The successful applicant will be actively involved in the co-curricular program, which includes activities that extend beyond the 'normal' school day. This may include some evening activities and weekend sporting fixtures. Typically, where activities involve weekend or evening commitment, participation in one activity or sporting season is expected.

## REQUIRED COMPETENCIES AND SKILLS

The successful applicant must;

- Demonstrate a commitment to the Purpose and Values of the School
- Be supportive of the ethos and values of the Anglican tradition of the School
- Have a working knowledge/understanding of current curriculum and relevant subject content
- Have a thorough understanding of program requirements and curriculum planning for children in years 7 to 12 (including those with special needs)
- Demonstrate a comprehensive understanding of current educational issues
- Possess excellent communication and interpersonal skills including team building and mentoring
- Exemplify outstanding classroom pedagogy
- Be a committed, enthusiastic and innovative member of staff
- Be willing to take part in ongoing performance reviews
- Possess highly developed interpersonal and communication skills
- Demonstrate outstanding behavioural management strategies for students
- Demonstrate current practice in the field and a passion for technology
- Show a proven ability to effectively engage students
- Have the ability to modify instructions to cater for the individual learning needs of students
- Demonstrate the ability to effectively collaborate with other teachers, and work as part of a team
- Have a comprehensive understanding of 'Duty of Care' and place a high value on Child well-being
- Possess a strong work ethic, striving for continuous improvement and the achievement of high standards
- Be responsible and held accountable for continuing compliance with our Child Safe Reporting Policy. It is expected that all staff will maintain contemporary know of the Policy and enact the Policy at all times. All staff have a responsibility to raise any concerns they have about Child Protection to the Principal immediately.

## ESSENTIAL REQUIREMENTS

- Previous experience working as a Teacher of English (highly desirable)
- Relevant teaching qualification in the area of English
- Hold current Working with Children Check
- Hold a current TRBWA registration
- Have the right to work in Australia

## THE EMPLOYEE VALUE PROPOSITION

Guildford Grammar School is a significant employer in the Eastern suburbs of Perth. The environment is one of open spaces and is idyllically located on the Swan River.

The School has a wonderful sense of community for all staff with many opportunities to participate in the broader life of the School. The School has a very strong focus on tradition and values and this is particularly nurtured through the magnificent Chapel located on the School grounds.

As a member of staff at the School, you can expect to receive;

- a salary commensurate with your experience and skill level
- ongoing professional development, learning and skill growth
- genuine care and interest in your wellbeing with programs and events to support this
- inclusion and the opportunity to play a role in relevant School events
- onsite free parking
- regular communication about School events and activities
- honest and meaningful feedback about your performance
- access to a generous parental leave program (where applicable)
- access to salary sacrifice arrangements (where applicable)

In return, the School expects all members of staff to be engaged, productive and collaborative in all that they undertake. Staff must be open to receiving feedback, strive for continuous improvement and be prepared to go above and beyond to ensure the highest quality of service delivery every day. There is a requirement that all staff members respect the values, traditions and Anglican ethos of the School.

***The School's Purpose and Values are at the cornerstone of every interaction within the School.***

### **Purpose**

*Inspiring students to achieve personal excellence and to be outstanding citizens who work to create a just, loving and peaceful society.*

### **Values**

*Excellence, Respect, Integrity, Spirituality, Teamwork and Compassion.*