



## JUNIOR SCHOOL TEACHER

### POSITION DESCRIPTION

Trinity College has its origins in Christian Brothers College (Perth). Founded in 1894, the 'Terrace School' was located at the corner of St Georges Terrace and Victoria Avenue in the heart of the city. In 1938, the boarders moved to the new Aquinas College, while the day boys remained at CBC. When Perth hosted the 1962 Commonwealth Games, the City Council acquired the Terrace site for a hotel and the College moved to the new Trinity College campus located beside the river in East Perth. In 2007 the Christian Brothers' handed the governance of their schools over to Edmund Rice Education Australia (EREA). Trinity College recently celebrated it's 125 Year Anniversary.

Trinity College is a Catholic school in the Edmund Rice Tradition. The College receives its educational mandate from the Catholic Archbishop of Perth and operates in accordance with the policies of Edmund Rice Education Australia and the Catholic Education Commission of Western Australia. Trinity College is a member of the Public Schools Association (PSA) of Western Australia.

Trinity College proudly provides an all boys' education for students from Year 4 through to Year 12. A Trinity College education is based on four pillars – Faith, Academic, Cultural and Sport, with our commitment to the development of each student's faith and personal spirituality being of most importance. A particular emphasis is placed on a developmental program that assists in the formation of each student as they journey from boyhood to manhood. The College motto *In Nomine Domini* - In the name of the Lord; is the foundation for all in our community to focus their endeavours in the heart of our call to be Christian. The maxim by which our students are encouraged to live by is *Men for Others*. This philosophy is clearly articulated through our Service programs, our Immersion experiences and our Retreat programs. We demonstrate the Church's commitment to the dignity of the individual, particularly by being called to relationship in community.

Our spacious and well-appointed East Perth campus has grown considerably thanks to the efforts of many in the College community. Several specialist facilities have been developed including the Chapel, Design and Technology Centre, Observatory, VR Laboratory and Swimming Pool. In recent years, a new Cultural Centre (Music, Art, Campus Ministry) was added along with extensions to the Library and Science Block. Most recently, the magnificent new Sports Centre was completed. These excellent facilities are complemented by our Outdoor Education Centre, (Camp Kelly, Dwellingup) and our playing fields at nearby Waterford. We enjoy a strong reputation for the excellent pastoral care of our students.

Due to its central location, Trinity College attracts enrolments from all over the metropolitan area and this provides a wonderfully eclectic mix of students. Trinity College aspires to be an inclusive, creative learning community centred in Christ, committed to the education and

development of each individual. To this end, a range of pathways are offered to cater for the diverse needs of all boys. Our Mary Rice Centre provides education for students with particular learning needs, extension programs exist across all curriculum areas and our scholarship and bursary programs for Aboriginal and Refugee students is very highly regarded. The curriculum programs are current, utilise the latest technology and respond to emerging trends in education and the ever-changing demands of our modern world.

The College enjoys a strong reputation for the excellent pastoral care and formation of our boys. The College Staff are wonderful role models who give enormous hours of their time to both the formal and informal curriculum. They value the dignity and worth of every student and strive to create a positive learning environment in which the personal needs of all students are catered for. The boys are encouraged to seek personal excellence and challenged to discover and develop their talents not only for themselves, but in the service of others.

## **CLASSROOM TEACHER**

### **The Role**

As a member of Trinity College, it is expected at all times that Teachers will embody the full Catholic philosophy and Edmund Rice charism of the College, as well as demonstrating a high level of personal and professional qualities that would be expected of a teacher. The position of Teacher is an important role within the College and persons occupying this role must be suitably qualified and fully supportive of the College's Mission. The Teacher is expected to be an exemplary professional role model to all members of the College community and give witness to the Spirits of Faith, Excellence, Service, Community, and Stewardship.

Every Teacher shares a collegial responsibility for the quality of teaching and learning in the College. The Teacher is a professional who possesses high order knowledge and skills in the discipline(s) in which they teach. Through their classroom teaching, curriculum delivery and general contact with students, teachers are required to provide effective contemporary teaching practices and innovative curriculum delivery with a view to improving student outcomes. The Teacher also needs to show initiative in providing genuine support and pastoral care for all students.

The Teacher will be an important member of the Junior School. They will share the responsibility for curriculum planning and the teaching and learning process within the College and their year group. The Teacher is expected to work collaboratively with Junior School staff, in demonstrating full support and implementation of the Vision and Mission of the College. It is expected the Teacher will support the Principal, the Staff and the College Community in promoting and upholding the religious, social and educational values of the College.

In overview, the Teacher will be required to:

- Remain abreast of all curriculum and assessment requirements
- Engage in all aspects of the teaching and learning process, including innovative and consistent pedagogical practices
- Positively contribute to the Junior School in directing an effective teaching and learning program

- Utilise relevant feedback and data so as to determine the strategic direction of curriculum delivery and teaching practices
- Promote an inclusive education environment that provides additional support for individual students and their learning needs
- Work collaboratively within the Junior School to provide a safe, nurturing, and supportive environment for the students
- Provide collegiality and professional support to all staff within the Junior School
- Seek to be involved in school improvement initiatives and strategic planning
- Develop important working relationships with other key College personnel, such as the College Leadership Team, Staff within the Junior School, Teacher Assistants, other Teaching Staff, College Finance, College Administrative Staff, students and families.

### **The Role Details**

- Accountability: Assistant Head of Junior School
- Reporting: Principal, through the Head of Junior School

### **KEY AREAS**

The Teacher responsibilities include, but are not limited to the following key areas:

#### **Teaching, Learning, Assessment and Communication**

- The implementation and application of the Western Australian Curriculum together with Religious Education units of work mandated by the Diocesan Bishops
- In consultation with the Head of Junior School, collaborate with others to deliver the General Capabilities of the Western Australian Curriculum
- Teach the prescribed curriculum using appropriate and varied pedagogical practices; to actively participate in school-based curriculum planning and pedagogy development, where appropriate and as directed
- Prepare programs and develop appropriate lesson plans
- Facilitate appropriate remediation and extension activities for students
- Be responsible for allowing students with additional learning needs to access the curriculum through appropriate differentiation and the adjustment of assessment items
- Work with the relevant Learning Support staff to develop Individual Education Plans
- Assess student work and, grade and moderate student performance
- Apply appropriate classroom management strategies in order to provide a positive and effective learning environment
- Ensure that students adhere to high standards of behaviour, uniform, presentation, and general work habits
- Make personal contact with all parents throughout the year
- Initiate contact with parents with regard to any concerns or significant updates on a student's progress and to keep accurate records of such communications on SEQTA
- Prepare reports on students at both formal and informal levels, using verbal and written communication (parent-teacher-student meetings, emails, College Reports etc.)
- Communicate concerns about a particular student(s) to the Assistant Head of Junior School or Head of Junior School.

- Participate in scheduled Junior School staff meetings and professional learning opportunities, College functions and student activities as required
- Undertake relevant and regular professional learning
- Engage in ongoing professional reflection, with a view to continual improvement through the Performance & Development Process
- Engage in ongoing professional sharing of resources and pedagogical practices with colleagues
- Attend and actively participate in school-based meetings,
- Undertake other duties as requested by the Head of Junior School and/or the Principal.

### **Team Contribution**

- Ensure a friendly, helpful, and professional demeanour at all times
- Demonstrate a high level of interpersonal skills
- Create positive and open communications to deliver the best possible outcomes
- Ensure systems and processes are optimised for efficiency and effectiveness whilst seeking ways to continually improve such systems and processes
- Support others and facilitate a team-orientated professional environment
- Demonstrate the ability to work independently and also within a team environment
- Demonstrate the ability to work with a wide range of staff and have a demonstrated ability to build meaningful and professional relationships with students and families
- Utilise effective interpersonal skills and initiative when dealing with challenging situations
- Contribute to a positive and vibrant workplace
- Maintain and promote the principles of Occupational Safety and Health within the workplace in accordance with policy including taking appropriate action in relation to identified hazards and risks to ensure the safety of self and others
- Always maintain and promote the principles of the Code of Conduct, including taking appropriate action in relation to any breaches of the Code of Conduct to ensure the safety and wellbeing of students, self and others.

### **Additional Role Components**

All staff within the College, are required to:

- Actively contribute to the maintenance of the Catholic Ethos; through a manner of life and stated beliefs that are in keeping with the teachings of the Catholic Church
- Ensure the underlying values of the College Mission are embedded within practice in the classroom
- In line with the College's Evangelisation Plan, foster ongoing spiritual formation amongst staff and students and promote the evangelistic role of the College
- Contribute appropriately to the implementation of the College's Strategic Plan
- Take an active part in the co-curricular aspects of College life, e.g. JPSSA Sport, Co-curricular Clubs etc
- Ensure attendance at Staff Meetings, Parent Evenings and other College functions as directed by the Head of Junior School and/or the Principal
- Fully participate in the Liturgical life of the College and be a positive role model for staff and students.

## **SKILLS AND ATTRIBUTES**

### **Essential Criteria**

- A strong commitment to the ethos of Catholic Education and a willingness to promote and support Catholic values as a member of the Trinity College Community.
- Have completed or working towards Accreditation to Teach Religious Education
- Have a minimum four (4) years' Tertiary qualification, which includes appropriate educational qualifications
- Be currently and fully registered with the Teacher Registration Board of Western Australia (TRBWA)

On appointment, the successful applicant will be required to;

- Have a current Crim Trac Clearance
- Have a current Working with Children Check (WWC).
- Undergo Mandatory Reporting Training
- Undergo Staff Code of Conduct Training
- Acquire and/or maintain relevant Accreditation requirements to Teach in a Catholic School

### **Desirable Criteria**

- Demonstrated experience and performance in a similar or related role within a school environment
- Self-directed and highly motivated
- Have a proven ability to work in a collaborative environment as a member of a team
- Be able to demonstrate a high level of competence in utilising interpersonal skills
- Be able to assist with the development of community amongst staff, students and parents
- Have a proven ability to work in a highly organised manner, including adherence to deadlines and a knowledge of College policies and procedures
- Have demonstrated an ongoing commitment to enhancing student development
- Have demonstrated co-curricular involvement and a capacity to relate easily and professionally with students, parents and staff.
- Demonstrate a flexible approach to the role by undertaking other tasks to support all of the above
- Have demonstrated the ability to demonstrate initiative, drive and a strong sense of professionalism
- Have a demonstrated a capacity to manage staff relationships and enhance the synergy between key stakeholders and various departments

### **Special Conditions**

- Some flexibility of hours may be required to facilitate effective input and involvement in the full scope of this position. This is likely to require the incumbent to attend a range of meetings and particular College events.