

# ROLE DESCRIPTION

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## 1.0 TEACHER

### 2.0 OUR VISION AND MISSION

With a focus on 'Setting Our Future', Villanova College's Vision is to strive for excellence in boys' education as an Augustinian community, one in mind and heart on the way towards God. We embrace the living traditions of the Catholic Church, enriching the mission of the Archdiocese of Brisbane with our Augustinian charism and organisational independence. All staff at the College are expected to support the ideals and principles of a Catholic school. Within our College, the wellbeing and safeguarding of our students, staff and wider community is paramount.

Villanova believes that education is the formation of the whole person within a faith community. Our community promotes life-long learning through continually challenging itself in the restless search for Truth.

### 3.0 PURPOSE OF THE POSITION

The role of a teacher at Villanova College is to provide the highest standard of education for all students in Years 5 to 12. This role works collaboratively with the Middle Leadership Team to ensure the Vision and Mission of the College are realised. This role plays a crucial part in enabling and driving the College community to achieve key goals and priorities in accordance with the Augustinian Values and College Strategic Plan.

Values	Setting our Future – Strategic Goals
Community	Augustinian Identity and Mission
Humility	Transforming Teaching and Learning
Interiority	Student Wellbeing
Search for Truth	Stewardship

### 4.0 STATEMENT OF RESPONSIBILITY

The teacher will use appropriate knowledge and skills to ensure that all students receive a high-quality education consistent with Catholic faith and Christian principles, achieved through thorough planning, organisation and review.

Whilst in the employment of Villanova College, all teachers must hold current registration with the Queensland College of Teachers and meet all requirements of ensuring that this registration remains current.

## 5.0 KEY RESPONSIBILITY AREAS

The position will require the role holder to undertake the following activities including but not limited to:

In partnership and collaboration with colleagues, and through the support of the Catholic and Augustinian communities, a teacher at Villanova College will:

### ▪ Mission and Charism

Have a commitment to, support for and an understanding of the Augustinian values and charism of the College, and the mission of the Catholic Church

### ▪ Professional Knowledge

Commit to knowing the students in their classes and in their care, knowing how these students learn, knowing the curriculum relevant to the appropriate year level and knowing how to teach it

(AITSL Professional Standards for Teachers)

### ▪ Professional Practice

Plan for and implement effective teaching and learning in each of their classes, at all times create and maintain supportive and safe learning environments, and assess, provide feedback and report on all student's learning and progress

(AITSL Professional Standards for Teachers)

### ▪ Professional Engagement

Engage in professional learning that is relevant to their teaching area(s), strategic direction of the College or for professional growth whilst at the same time engaging professionally with colleagues, parents/carers, the Villanova community and the wider community

(AITSL Professional Standards for Teachers)

## 6.0 SCOPE OF THE POSITION/ DUTIES

### Mission and Charism

A teacher at Villanova College has an understanding of, and commits to supporting, the mission and charism of an Augustinian school and Catholic education by:

- Supporting the sacramental, liturgical, ritual and prayer life of the College
- Ensuring that the teachings, values and practices of both St Augustine and the Catholic Church form a foundation for learning and teaching
- Establishing positive relationships, including engagement in the pastoral care of students and supporting their spiritual and moral development
- Engaging in College directed professional development that strengthens their knowledge of the College's mission and charism

### Professional Knowledge

A teacher at Villanova College demonstrates effective knowledge of how students of all abilities, talents and backgrounds learn, a clear knowledge of the curriculum and related documents, and supports their

teaching and that of others through their knowledge of digital technologies, literacy and numeracy, and assessment and reporting by:

- Completing all mandatory induction activities upon commencing employment at the College
- Committing to the physical, social and intellectual development of all students
- Understanding how all students learn, including students with diverse linguistic, cultural, religious and socioeconomic backgrounds
- Being attentive and respondent to the policies, guidelines and documentation that supports how all students can accessing teaching and learning
- Differentiating teaching to meet the specific learning needs of students across the full range of abilities
- Engaging in and developing a strong knowledge of the Australian Curriculum (Years F to 10), the QCAA Senior Syllabuses (Years 11 and 12) and the Brisbane Catholic Education Religion Curriculum (Years P to 12)
- Selecting appropriate content and teaching strategies for their relevant teaching area
- Collaborating with colleagues in their teaching areas in content selection and organisation
- Being responsible for curriculum and assessment development, and reporting within their teaching areas
- Engaging with researched and/or proven strategies that support students' development of literacy and numeracy
- Engaging with innovative strategies that support staff and students' appropriate use of digital technologies

### Professional Practice

A teacher at Villanova College demonstrates effective practices in learning and teaching, and supports the development and maintenance of positive relationships with colleagues, support staff and external networks and partners by:

- Providing for the physical, social, emotional, cultural and spiritual wellbeing of each student while at the College
- Creating a nurturing and ordered learning environment which is learner centred, supportive, cooperative and aligned with relevant curriculum policies, documents and practices
- Collaboratively developing and implementing quality work programs and appropriate pedagogy, whilst evaluating their effectiveness, assessing and reporting student progress and learning outcomes, and reporting these to students, parents and the community
- Teaching the Australian Curriculum (Years F to 10), the QCAA Senior Syllabuses (Years 11 and 12) and the Brisbane Catholic Education Religion Curriculum (Years P to 12) where required
- Implementing effective, adaptive, inclusive and equitable practices and teaching strategies that are align with the Villanova College Teaching and Learning Framework
- Maintaining student records and assessment within agreed College structures and timelines
- Engaging in relevant platforms that allow for the tracking and analysis of student data
- Gathering and recording of evidence for Nationally Consistent Collection of Data (NCCD) processes
- Participating in risk assessment and mitigation processes
- Meeting with parents / carers to discuss student achievement, progress and growth
- Proactively and collaboratively engaging in professional renewal practices to enhance student outcomes
- Working collaboratively with the leadership team, teachers and other staff members in contributing to the professional life of the school
- Providing effective supervision of students
- Committing to College activities that include but are not limited to staff meetings, assemblies, camps, parent-student-teacher conferences, staff spirituality experiences and co-curricular involvement

## Professional Engagement

A teacher at Villanova College fosters and develops appropriate professional relationships with parents, carers and the wider school community by:

- Valuing and supporting the distinctive role of parents and carers as partners in the learning and teaching process
- Encouraging and supporting the involvement of the school and students in the life of the Church
- Engaging the wider community, where appropriate, in learning and teaching programs
- Supporting, as appropriate, the involvement of the College in special events and celebrations
- Maintaining and demonstrating knowledge of relevant contemporary pedagogy
- Maintaining a high level of academic knowledge relevant to their teaching areas
- Maintaining one's knowledge of the Australian Curriculum (Years F to 10), the QCAA Senior Syllabuses (Years 11 and 12) and the Brisbane Catholic Education Religion Curriculum (Years P to 12)
- Regularly engaging in collaborative processes through which they share knowledge of key learning areas, subjects and pedagogical approaches with colleagues
- Participating in College programs where teacher effectiveness and growth are a priority
- Having the confidence to contribute their own ideas and initiatives to the philosophy of the College
- Applying a practical understanding of administrative demands
- Being an individual of integrity with a commitment to ethical behaviour

## 7.0 MEMBERSHIPS, QUALIFICATIONS AND SKILLS

- Possessing appropriate tertiary qualifications within education
- Holding and maintaining a current Queensland College of Teachers (QCT) registration
- Exploring and seeking membership and connections in wider professional learning networks

## 8.0 DISCRETIONARY REQUIREMENTS AND SKILLS

Higher expectations outside of the Tier limit to be agreed upon successful appointment.

## 9.0 GOVERNANCE AND COMPLIANCE REQUIREMENTS

The work of a teacher at Villanova College will be consistent with:

- Catholic teachings, principles and values
- Villanova College's Teaching and Learning Framework
- Villanova College's Behaviour Support Plan
- Villanova College's Learning and Assessment Policy
- Villanova College's Religious Education Policy
- The Code of Ethics for Teachers in Queensland (Queensland College of Teachers)
- The Alice Springs Declaration (Education Council)
- The Australian Professional Standards for Teachers
- The Disability Standards for Education (2005)
- Other published policies and practices relevant to a teacher's work at the College

At all times, the Teacher must act in accord with and here to all College Policies, Procedures and Workplace Health and Safety requirements such as:

- College and Augustinian Values
- Code of Conduct
- Social Media Guidelines for Staff
- Workplace Health and Safety Policy
- Anti-Discrimination, Bullying and Harassment Policy
- Student Protection Policy and Child Safeguarding Guidelines

This role must ensure that health and safety policies and practices, including risk assessments, throughout the faculty/department are in-line with national requirements and are updated where necessary, therefore liaising with the school's Risk and Compliance Officer.

## 10.0 COMMERCIALITY/ AUTHORITY LIMITS

The position carries no delegated authority regarding expenditure of funds or supervision of other role holders within the College for the relevant faculty. Authority to act within the role of teacher at Villanova College and enact the duties as outlined above is from the Principal.

## 11.0 REPORTING AND OTHER RELATIONSHIPS

The Teacher is responsible to the Principal or nominated delegate. Significant relationships also exist with other members of the College Leadership Team, Senior Leadership Team, Middle Leaders, teachers and support staff.

## 12.0 REMUNERATION AND ENTERPRISE COLLECTIVE AGREEMENT TERMS

The remuneration of the Teacher position will be paid in accordance with the Single Enterprise Collective Agreement – Religious Institutes Schools Queensland 2019 – 2023. Teachers appointed to this role may be employed on a range of employment terms such as casual relief, fixed-term (full-time or part-time) and/or permanent (full-time or part-time). The employees' contract of employment will appropriately reflect the agreed employment arrangement.

It should be noted that a job description is not an exhaustive list of activities, and employees may be asked to carry out other duties commensurate with the grade of the post. The job description may also be amended to take account of changed circumstances, and employees will be consulted if this is necessary.

## 13.0 GOALS

Links to Strategic Goals/ Directions			
Priority/Enabler	Description of Work	Collaborators	Targeted Dates for Completion