
POSITION DESCRIPTION – CLASSROOM TEACHER

Accountability	<p>Junior Classroom Teachers will be accountable to the Executive Principal via the Head of Junior School, Deputy Head of Junior School and the Teaching and Learning Coordinators.</p> <p>Secondary Classroom Teachers will be accountable to the Executive Principal via the Heads of Schools and Heads of Departments.</p>
Relates to	<p>Students, Classroom Teachers, Parents, Director of Teaching & Learning, Heads of Department, Head of Academic Studies, Deputy Heads of Schools, Heads of Schools and Executive Principal.</p>
Qualifications	<p>Current Teacher Registration in Queensland. Classroom teachers will be encouraged to be involved in professional associations outside the College and to further their study of educational issues whilst employed at Nambour Christian College.</p> <p>A current First Aid Certificate is required. Training is provided by the College annually.</p>
Attributes	<p>These are generally personal in nature and reflect the desired attributes of staff members of the College:</p> <ul style="list-style-type: none">• Have a personal faith and commitment to Jesus Christ• Demonstrate an ability to translate faith into practice• Contribute to the delivery of the organisations mission• To act always in a manner consistent with the College Ethos and Staff Code of Conduct• Act with integrity, loyalty, honesty and accept authority• Act with tolerance and compassion• Demonstrate an ability to forgive and accept forgiveness• Demonstrate an acceptance of other people• Exhibit self-discipline• Demonstrate a willingness to learn
Skills	<p>Each Classroom Teacher will be expected to:</p> <ul style="list-style-type: none">• Demonstrate an understanding of the philosophy of Christian Education and to translate it into practice in the classroom, playground, office and staffroom• Communicate effectively with adults and students• Work as a member of a team• Demonstrate an understanding of current educational trends in his/her subject area• Use relevant curriculum documents to plan and evaluate quality learning programs that are sequential, engaging and cater to the needs of all students• Use the AITSL Professional Standards to evaluate teaching and learning and set goals for continuous improvement• Participate fully in the College Teacher Growth Cycle in order to reflect on practice and set goals for continuous improvement• Establish and maintain positive and consistent classroom management and discipline strategies• Use a variety of teaching strategies and resources, including technology• Maintain positive and professional relationships with his/her students

- Demonstrate the ability to refer children with learning difficulties to the Learning Support Department and comply with legislative requirements for NCCD
- Note evidence of adjustments for NCCD students in weekly, term or unit planning throughout the school year to the quality and standard expected by the College

Responsibilities

Each Classroom Teacher will be expected to:

- Effectively organise his/her classes, and maintain quality care and discipline of the students in those classes and in general school life. Have written procedures for behaviour management, classroom organisation, movement procedures, etc.
- Be responsible for the standard of work in the classroom, for evaluation and assessment of the children's progress and for reporting to parents in written form and verbally
- Know, plan, program and teach the school's curriculum at the appropriate standards for each year level. Keep written documents of term by term planning, assessment, assignments, etc.
- Implement the school's Christian philosophy in the classroom and other aspects of school life in a natural spontaneous way that will foster faith.
- Demonstrate a willingness to contribute to the spiritual growth and fellowship of the Nambour Christian College.
- Effectively establish and carry out student assessment and reporting procedures in line with the College's requirements (including preparation of QCAA submissions)
- Actively contribute to curriculum development (including writing Work Programmes)
- Attend all required staff meetings, Parent/Teacher meetings and Interviews
- Communicate with parents regarding student progress
- Actively contribute to the school's co-curricular programme
- Attend In-service courses and out of hours school functions as required by the school
- Participate in out of school hours coaching of sport teams
- Be diligent with playground duties as rostered and report areas of maintenance needs to the maintenance staff
- Attend Staff Devotions
- Maintain accurate records of student attendance at lessons
- Be aware and supportive of College Workplace Health and Safety (WHS) requirements
- Perform other duties as required

Reference Documents

Child Protection Policy
 NCC Staff Code of Conduct
 NCC Workplace Health and Safety Policy
 NCC Staff Dress Code Policy
 NCC Enterprise Agreement

Appraisal & Review

As required