

NAMBOUR CHRISTIAN COLLEGE

POSITION DESCRIPTION

CLASSROOM TEACHER

Position Purpose	In support of the Mission and Vision of NCC the role of Classroom Teacher is to inspire, guide and empower students to reach their full potential in all areas of their education: intellectual, emotional, social, physical and spiritual.
Qualifications	Current Queensland Teacher Registration 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 NCC A current First Aid Certificate.
Accountability	Junior School 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. Secondary School Classroom Teachers will be accountable to the Executive Principal via the Heads of Schools and Heads of Departments.
Key Relationships	Students, teachers, parents, Director of Teaching and Learning, Heads of Department, Head of Academic Studies, Deputy Heads of Schools, Heads of School and Executive Principal.

Personal Requirements

These are generally personal in nature and reflect the desired attributes of staff.

- Have a personal faith and commitment to Jesus Christ
- Demonstrate an ability to translate faith into practice
- Proactively contribute to the delivery of the Mission of NCC
- Demonstrate, establish and maintain appropriate professional boundaries with students.
- Actively support and always act 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
- A willingness to learn and engage in professional development
- Commitment to maintain personal professional knowledge and skills
- Have a working knowledge of the College's Enterprise Agreement particularly as it relates to staffing/hours of work
- To understand scope of role in relation to Pastoral Care Policy and Procedures
- Demonstrate confidentiality and discretion in relation to sensitive information regarding students, parents and/or staff
- Be well-informed in relation to responsibilities under the Privacy Act
- Be well-informed in relation to responsibilities under the Commission for Children and Young People Act 2000 and revisions 2004

Professional Competencies

The following professional competencies are essential to this position:

- Understand the philosophy of Christian Education and apply to practice in the classroom, playground, office and staffroom.
- Communicate professionally and clearly with adults and students.
- Collaborate effectively as part of a team, contributing to a positive and cooperative work environment.
- Stay informed of educational trends, developments and best practice in their subject area/s
- Design curriculum documents to plan and evaluate quality learning programs that are sequential, engaging and tailored to the needs of all students
- Use the AITSL Professional Standards to evaluate teaching and learning and set goals for continuous improvement
- Willingness to participate fully in the College Teacher Growth Cycle in order to reflect on practice and set goals for continuous improvement
- Aptitude to establish and maintain positive and consistent classroom management and discipline strategies
- Ability to utilize a variety of teaching strategies and resources, including technology to enhance student learning
- Ability to foster positive and professional relationships with students
- Identifying and refer students with learning difficulties to the Learning Enrichment Department and comply with NCCD legislative requirements.
- Proficient in documenting and maintaining adjustments for NCCD students in weekly, term or unit planning throughout the school year to the quality and standard expected by the College.

Key Responsibilities

Each Classroom Teacher will be expected to:

- Effectively organize 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 daily and 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 Christian faith
- Demonstrate a willingness to contribute to the spiritual growth of students and the faith community which is 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 Programs)
- Attend all required Staff meetings, Parent/Teacher meetings and Interviews
- Communicate with parents regarding student progress
- Actively contribute to the school's co-curricular program
- Attend relevant Professional Learning courses and out of hours school functions as required by the school
- Be diligent with playground duties as rostered and report areas of maintenance needs to the maintenance staff
- Contribute to the College's co-curricular program, including camps and excursions, and support the broader life of the school through participation in student activities and community events as appropriate.
- Attend Staff Devotions
- Maintain accurate records of student attendance at lessons
- Be aware and supportive of College Workplace Health and Safety (WHS) requirements
- Complete legislative and school compliance training as directed by the College
- Perform other duties as required.



Remuneration	In accordance with levels set out in the NCC Enterprise Agreement
Reference Documents	NCC Student Safety and Wellbeing Policy NCC Staff Code of Conduct NCC Enterprise Agreement NCC Staff Dress Code Policy NCC Workplace Health and Safety Policy
Hours of Work	As per Employment Contract