

POSITION DESCRIPTION

POSITION: GENERAL TEACHING - PRIMARY

Employment status	Subject to a successful probation period.
Department	Primary School
Reports to	Head of Primary
Last revised	March 2025

ABOUT GREAT SOUTHERN GRAMMAR

Our School:	Great Southern Grammar is a vibrant independent Christian co-educational day and boarding school for students from Pre-Kindergarten to Year Twelve.
Our Values:	Respect Integrity Courage Compassion
Our Vision:	Create YOUR impact. All Great Southern Grammar graduates are beacons of light in the world, having a position, lasting impact in their communities for the common good.
Our Mission:	Passion Purpose Joy We are a forward-looking school called to ignite passion , shape purpose and cultivate joy . All students experience success and become to know their important place in the world.
Our Core Strengths:	Place Community Learning & Care Experience People.

POSITION PURPOSE

To motivate, encourage and inspire students to be the best they can be through effective teaching, learning and pastoral care.

RESPONSIBILITIES

The responsibilities which are all interlinked include, but are not limited to, the following:

KNOW STUDENTS AND HOW THEY LEARN

- An awareness of students' physical, social, intellectual development and their characteristics;
- Understand how students learn;
- Understand students with diverse linguistic, cultural, religious and socioeconomic backgrounds;
- Strategy development and application to teach Aboriginal and Torres Strait Islander students;
- Differentiated teaching to meet the specific learning needs of students across the full range of abilities;
- Strategy development and application to support the full participation of students with disabilities.

KNOW THE CONTENT AND HOW TO TEACH IT

- Understand content and teaching strategies for the specific teaching area;
- Understand content selection and organisation;
- Understand curriculum, assessment, and reporting;
- Understand and respect Aboriginal and Torres Strait Islander people to promote reconciliation between Indigenous and non-Indigenous Australians;
- Promotion of literacy and numeracy strategies; and
- Effective utilisation of Information and Communication Technology (ICT).

PLAN FOR AND IMPLEMENT EFFECTIVE TEACHING AND LEARNING

- Establish challenging learning goals;
- Plan, structure, and sequence of learning programs;
- Use a range of teaching strategies;
- Appropriate selection and use of resources;
- Effective classroom communication;
- Evaluation and improvement of teaching programs; and
- Engagement with parents/guardians in the educative process.

CREATE AND MAINTAIN SUPPORTIVE AND SAFE LEARNING ENVIRONMENTS

- Support of student participation;
- Management of learning activities;
- Management of challenging behaviour;
- Management to maintain student safety; and
- Use of ICT safely, responsibly, and ethically.

ASSESS, PROVIDE FEEDBACK AND REPORT ON STUDENT LEARNING

- Develop and apply strategies for assessing student learning;
- Timely and effective feedback to students on their learning;
- Consistent and comparable judgements;
- Interpretation of student data and modify teaching practice accordingly; and
- Reporting on student achievement.

ENGAGE IN PROFESSIONAL LEARNING

- Identify and plan for professional learning needs;
- Engagement in professional learning and improve practice;
- Engagement with colleagues and improve practice; and
- Apply professional learning and improve student learning.

ENGAGE WITH TEACHERS, PARENTS/GUARDIANS AND THE COMMUNITY

- Meet professional ethics and responsibilities;
- Comply with legislative, administrative and organisational requirements;
- Engagement with parents/guardians; and
- Engagement with professional teaching networks and broader communities.

ACTIVELY SUPPORT PASTORAL CARE

- Working in accordance with the School's Pastoral Care programs;
- Proactively communicating with parents/ guardians in a timely manner; and
- Consistently maintain the confidentiality of delicate or sensitive information.

ACTIVELY SUPPORT SCHOOL OPERATIONS

- Demonstrate highest standards of professionalism in personal conduct, behaviour and presentation;
- Comply with all relevant legislative, regulatory obligations, school's codes, policies and procedures;
- Complete administrative and operational activities in alignment with school's requirements;
- Organise processes and systems to benefit 'one school' and to maximise work efficiencies and work effectiveness;
- Contribute to the continuous improvement of systems and processes, organisational performance, productivity, flexibility and effectiveness in achieving quality outcomes;
- Participate in staff professional development as required; and
- Be willing to undertake tasks as requested by the Principal or their delegate.

WORKING RELATIONSHIPS

Internal	Teaching Colleagues, Heads of Learning Area, Learning Support Coordinators, Pastoral Care Team, Business and Administration Team.
External	Students, Parents/Guardians, Providers/Suppliers

EDUCATION, KNOWLEDGE AND EXPERIENCE, SKILLS AND ABILITIES

Education/Qualifications

- Tertiary qualifications specific to the specialist areas of education;
- Current Teachers Registration Board (TRBWA) registration or provisional registration;
- Hold a Working with Children Check clearance;
- Valid First Aid Certificate;
- Satisfactory National Police History Check;
- Hold appropriate Australian work rights; and
- Have or be prepared to undertake Mandatory Reporting training or similar.

Knowledge and Experience

- Knowledge of the Western Australian K-10 Curriculum Outline and WACE courses (SCSA);
- Knowledge of current educational perspectives;
- Knowledge and experience in delivering excellence within teaching and learning;
- Knowledge of the developmental needs of children;
- Knowledge of effective ICT use for learning environments; and
- Maintain the currency of specific expertise through a commitment to ongoing professional development.

Skills and Abilities

- Strong skills, enabling harmonious and positive relationships with colleagues, suppliers and consultants, students, and parents/guardians;
- Strong written and verbal communications skills;
- Strong time management and organisational skills;
- Demonstrated ability to be self-directed and motivated;
- Demonstrated ability to work autonomously and as part of a team;
- Proven problem solving and critical thinking skills;
- Demonstrated ability to be flexible and adopt change; and
- Well-developed ICT skills.

COMMITMENT TO CHILD SAFETY AND CHRISTIAN VALUES

Great Southern Grammar is deeply committed to safeguarding the wellbeing of all students and staff. We expect every staff member and volunteer to uphold this commitment by strictly adhering to our child protection policies and comply with all relevant laws and regulations.

Staff are expected to demonstrate empathy and embody the values of the School in their daily interactions.

Please note that Great Southern Grammar is a smoke-free campus.