

VET Electrotechnology Teacher

Emmaus College is a proudly co-educational Catholic college, established in 1980 through the amalgamation of St Thomas More College, a Christian Brothers' school for boys (1969 – 1979) and Chavoin College, a Marist Sisters' school for girls (1966 – 1979). The next stage of the amalgamation in 2025 was with Holy Saviour Primary School, Vermont South and St Timothy's Primary School, Vermont. The College operates over multiple campuses in Vermont South, Vermont and Burwood. One campus is dedicated to Years 7, 8, 10, 11 and 12, another campus is designated to the Year 9 program, Y9@E, and another is a dedicated Junior School K to Year 6. All staff at Emmaus may be required to work at any of our campuses.

Our school motto: To Know Christ

College Vision: To foster a community that nurtures the full flourishing of each learner, inspiring excellence as they come 'To Know Christ' on their own road to Emmaus

College Mission: Emmaus College, as a Christ-centred Community, has fundamentally at the heart of its spirituality, the person of Jesus Christ. The story of the Walk to Emmaus in the Gospel of Luke and from which the College is named, nourishes our spirituality. Students are encouraged to live by the key core values of faith, community, respect, excellence, integrity and service and to empower them to achieve their best academically. Emmaus aims to ensure that learners acquire and utilise the knowledge and skills to be future-ready. Our mission as a Christ-centred community provides a caring and supportive environment that enables students to develop their full potential in all areas of life. Pastoral care is a key focus of the College and promotes and enhances student wellbeing of a personal, social, physical, emotional, cognitive and spiritual nature.

Expectations of Staff in a Child Safe School

Emmaus College is committed to creating and maintaining a child-safe school environment. Students' care, safety, and welfare are embedded in policies and procedures that ensure a commitment to zero tolerance of child abuse. All actions and programs will maintain high ethical standards and work according to child safety standards and child protection reporting guidelines. All employees have a shared legal responsibility to contribute to a safe working environment for staff and students in their area. Emmaus College is an equal opportunity employer.

Teachers at Emmaus College

Teachers at Emmaus College work together in a spirit of cooperation with the best interests of all students at the forefront and within the confines of College policies and procedures to achieve the curriculum, learning and student wellbeing goals of the College.

The Position

The VET Electrotechnology Teacher delivers and assesses the UEE22020 Certificate II in Electrotechnology (Career Start) and/or 22499VIC Certificate II in Electrotechnology Studies (Pre-vocational) to secondary school students as part of the Victorian VET Delivered to School Students (VETDSS) program. This role is responsible for providing high-quality, compliant, and industry-relevant training that equips students with the skills and knowledge needed for entry-level employment or further study in the electrical, telecommunications, refrigeration, and air conditioning industries. The position also involves facilitating hands-on learning in fabrication, wiring, cabling, basic installation, and the use of test equipment, while ensuring full compliance with the Victorian Registration and Qualifications Authority (VRQA) and the Standards for RTOs (2025). The Position reports directly to the Deputy Principal- Learning and Innovation and the Principal.

Key Responsibilities and Duties

Teaching and Learning

- Plan, deliver and assess units of competency from UEE22020 Certificate II in Electrotechnology and/or 22499VIC Certificate II in Electrotechnology Studies (pre-vocational) in accordance with the Training and Assessment Strategy (TAS).
- Develop engaging, practical and industry-aligned learning materials suited to secondary school learners.
- Deliver practical training in areas such as basic electrical theory, circuits, cabling, testing, soldering, workplace communication and safe work practices.
- Maintain accurate lesson plans, assessment tools and learning resources consistent with the UEE Training Package and RTO compliance requirements.
- Provide timely feedback on student progress and performance.
- Ensure that all practical and workshop activities are conducted in a safe, controlled and compliant environment, aligned with WHS and electrical safety standards.
- Conduct competency-based assessment and maintain records of attendance, assessment evidence and outcomes.

Quality Assurance & Compliance

- Participate in assessment of validation and moderation activities with the auspicing RTO.
- Adhere to all policies and procedures outlined in the school's VET Quality Framework and RTO partnership agreement.
- Ensure delivery and assessment comply with:
 - Standards for RTOs (2025)
 - VRQA guidelines for VET programs in schools
 - UEE Electrotechnology Training Package requirements
 - College and RTO policies and procedures
- Support continuous improvement processes and contribute to internal and external audits as required.

Student Support & Engagement

- Create a safe, inclusive, and supportive classroom and workshop environment.
- Encourage professionalism, employability skills, and workplace readiness.
- Support student understanding of industry pathways into apprenticeships, pre-apprenticeships, and further study.
- Maintain communication with parents, school staff and RTO representatives on student progress and wellbeing.
- Facilitate connections with local employers and industry partners to support Structured Workplace Learning (SWL) opportunities.

Industry & Professional Standards

- Maintain current vocational competency and industry currency relevant to the UEE22020 and/or 22499VIC qualifications.
- Engage in professional development relating to VET pedagogy, electrical safety and current industry practice.
- Promote and implement safe work practices, electrical safety standards and environmental sustainability principles.
- Maintain and update workshop risk assessments, equipment registers and Safe Work Method Statements (SWMS).
- Ensure compliance with WHS, energy safety and environmental regulations.

- Collaborate with VET colleagues, trainers and RTO representatives to support program improvement and excellence in delivery.
- Any other duties as required by the Deputy Principal- Learning and Innovation and the Principal.

Essential Qualifications and Accreditations

The VET Electrotechnology Teacher will be required to have the following competencies/qualifications:

- Certificate IV in Training and Assessment (TAE40116) or successor qualification.
- UEE22020 Certificate II in Electrotechnology (Career Start) and/or 22499VIC Certificate II in Electrotechnology Studies (pre-vocational) or higher qualification in the Electrotechnology field.
- Demonstrated vocational competency and current industry experience relevant to the units delivered.
- Experience in VET or VETDSS program delivery in a secondary school setting.
- Knowledge of VETDSS delivery requirements and Victorian compliance frameworks.
- Current Working With Children Check (WWCC).
- Current electrical licence (where applicable) and evidence of ongoing industry engagement.
- Minimum Level 1 First Aid qualification, or willingness to undertake the training course.

The successful applicant will bring a strong understanding of competency-based training and assessment, along with sound knowledge of VRQA, VCAA VETDSS, and RTO compliance standards. They will foster engaging, hands-on learning experiences that emphasise safety, inclusion, and industry relevance. Excellent communication, organisational, and interpersonal skills are essential, as is a genuine commitment to student learning, wellbeing, and maintaining the highest standards of industry practice.

Terms and Conditions

The College performs thorough assessments of potential and existing employees. The screening process includes but is not limited to Criminal Records Checks and Working with Children Checks. Salary is paid in accordance with the Catholic Schools Multi-Employer Agreement according to years of experience and qualifications. The successful candidate will work one day per week on Wednesdays.

Professional Review

This Position Description is intended as a framework for professional review.

This position statement is a guide only and is not intended to be an exhaustive or exclusive list of the duties attached to this position. It is subject to review and modification by the Principal in response to the changing needs of the College and the development of skills and knowledge.