

TEACHER

Title:	Teacher
Reports To:	Deputy Principal - Learning and Teaching
Time Fraction:	As appointed
Base Campus:	Notre Dame or St Paul's Campus

Operating within a Catholic ethos based on Gospel values, Emmanuel College believes that all students can learn when given a safe and caring environment, as expressed through its Marianist tradition. This Marianist culture seeks to produce students capable of having a positive impact on the world and never loses sight of catering for whole student development, for which its teaching community is collectively responsible.

All College staff must remain familiar with Emmanuel's [Child Safety Code of Conduct](#), which recognises the critical role that school staff play in protecting the students in their care and establishes clear expectations of College employees, volunteers, contractors and clergy for appropriate behaviour with children, in order to safeguard them against abuse and or neglect. [Victorian-Catholic-School-Statement-of-Commitment-to-Child-Safety-FINAL.pdf](#)

All College staff have a role in respecting and furthering the mission of the Church. It is expected of all employed in a Catholic school that they:

- Accept the Catholic educational philosophy of the school.
- Develop and maintain an informed understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work.
- Strive to help students to understand and appreciate Catholic teaching and values through their own teaching and other work, and by personal example.
- Avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community, in whose name they act.
- Comply with the accreditation policy of the CECV to teach in a Catholic school.

At Emmanuel College, all staff are part of a collaborative culture, whereby individual and collective responsibility is taken for the growth of the whole student. Demonstrating a commitment to continual improvement by modelling the behaviour of lifelong learners, Emmanuel staff provide contemporary learning and teaching that is student-centred, and evidence based. School staff will prepare students for a global and rapidly changing world by inspiring a desire to learn and improving their capacity to think critically, while developing and employing twenty-first-century skills, all of which are important dimensions of this school climate.

Given that Emmanuel is one college across two campuses, there is strong interaction between each of the campus teams. A teacher is based at a given campus; however, is expected to work across the whole college at times to work collaboratively with peers. This includes travel from one campus to the other for relevant collaboration and planning.

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Responsibilities

A Teacher at Emmanuel College:

- Is professional, prepared and committed to the delivery of contemporary evidence-based pedagogy.
- Provides targeted feedback that involves the learner and makes next steps for growth clear and manageable.
- Makes learning visible to students through explicit teaching.
- Seeks to personalise learning by providing work that is differentiated, engaging and relevant.
- Promotes collaboration and critical thinking for problem solving.
- Nurtures the habits and skills for agency to help students share responsibility for their own learning and development of a growth mindset.
- Supports whole student growth with students at the centre.
- Nurtures strengths found inside and outside of the classroom by providing opportunities for diverse interests.
- Engages in clinical teaching cycles where they learn, implement, reflect, and refine practice.
- Possesses knowledge of the curriculum they cover that is current, comprehensive, and informed.
- Utilises digital resources to enhance student learning through challenging and stimulating learning activities that are supported by access to global resources and tools for information processing, interactive experiences, communication and collaboration.
- Provides students with clear learning intentions and success criteria.
- Displays sensitivity to varying degrees of student understanding.
- Has the ability to manage classroom behaviour so that the learning and teaching process occurs with minimum disruption, consistent with DMA/BSEM and school expectations.
- Demonstrates an understanding of and commitment to the use of SEQTA as a tool to engage students and the community in learning at Emmanuel College.
- Is guided by principles of justice and compassion in dealing with students.
- Actively contributes toward an open, mutually supportive school environment.
- Supports the educational goals and programs of the College.
- Respects confidentiality of school information, including student records and discussions pertaining to such matters.

Professional Duties

A full-time teaching position at Emmanuel College involves:

- Teaching and Home Room duties.
- Preparation of work for classes.
- Prompt marking of student attendance roll at the commencement of each learning session.
- Correction, assessment and reporting regarding student achievement and areas for growth.
- Yard supervision.
- Attendance at staff, year level and structured collaboration sessions.
- Attendance at parent-teacher evenings.
- Attendance at information evenings, as required.

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- Supervision of extra classes.
- Attendance at College events, including the College musical production and Open Day.
- Attendance at an overnight camp or retreat, as required.
- Other duties as requested by the Principal.

Attributes

The successful applicant will be able to demonstrate:

- A commitment to Catholic, Marianist education.
- A commitment to the College's Child Safety Policy, upholding the College's statement of commitment to child safety at all times.
- An understanding of contemporary educational approaches such as project-based learning, personalised learning, reflective pedagogy and digital resources for learning.
- A willingness to collaborate to drive student outcomes.
- Commitment to ongoing learning and improvement through evidence-based practice.
- Willingness to engage with the community.
- A current Victorian Institute of Teaching (VIT) registration.

All employees at Emmanuel College are to follow College policies and procedures, including the Occupational Health and Safety Act 2004, the Equal Opportunity Act and [Victorian-Catholic-School-Statement-of-Commitment-to-Child-Safety-FINAL.pdf](#)