



Position Description

Position: Geography Teacher

Classification: In accordance with the Presbyterian Ladies' College Teachers Agreement (2026)

Reports to: Head of Geography. All positions in the College ultimately report to the Principal

Presbyterian Ladies' College

Established in 1875, Presbyterian Ladies' College (PLC) is a leading Christian independent school for girls from Kindergarten to Year 12, with onsite boarding available from Year 7.

The campus is situated in the east of Melbourne on a 16-hectare site, creating a unique environment of a school in a park.

Our core values, underpinned by our Christian Ethos, are Integrity, Empathy, Courage, Delight and Service, and these provide an enduring foundation for dynamic learning.

The College Mission is to provide an outstanding education within a Christian context that:

- prioritises care
- promotes holistic development and growth
- personalises learning
- provides enriching opportunities
- perpetuates principled living and a service ethic
- prepares students for their time as scholars, thinkers, citizens, advocates, and leaders

PLC seeks to appoint staff who are passionate about education, with the highest professional skills who will actively support the Christian teachings and ethos of the College, and possess a willingness to make a positive difference to the lives of PLC students. This will be visibly demonstrated through their behaviours, attitudes and role-modelling of the four PLC values: truth and excellence, character and integrity, service, care and respect. All staff must also commit to a culture that supports and embraces Child Safe Standards.

Our consistently impressive academic results reflect the high-quality teaching, dedication of the students and visionary leadership for which the College has long been renowned.

We value and nurture the individual strengths and passions of the students. The personal development of our students is our priority with extensive age-appropriate learning, care and wellbeing programs. The students' talents and interests are nurtured within a rich curriculum program, as well as through extensive co-curricular offerings.

Our ultimate goal is to develop girls who are fully prepared and will flourish in their life and work well beyond school as they contribute in meaningful ways to their community as scholars, thinkers, citizens, advocates and leaders.



Context of the Role

The Geography Department operates as a standalone department in the Senior School, reflecting the distinct skills and conceptual knowledge central to the discipline. This structure ensures Geography is taught by expert teachers who collaborate to deliver a current, effective, and personalised learning experience for PLC students. Geography is taught as a Core Subject in Year 7 to 10 and is also offered in both VCE and IB.

Position Overview

All teachers have the responsibility to support PLC's vision and intent, upholding its values and Christian foundation. The Geography Teacher at PLC is a passionate and proficient educator with the ability to teach across Years 7 to 12 Geography.

Collaboration is an important aspect of this role. The incumbent will work closely with a highly accomplished team of educators who are focused on sharing creative, reflective development of curriculum. They will bring innovative ideas to promote a culture of continuous improvement for excellent learning outcomes for our students. The Geography Teacher will have excellent knowledge of current practice through AITSL standards.

PLC is a school focused on the purposeful and curious pursuit of knowledge and understanding, guided by accomplished staff.

Key Responsibilities:

Every teacher is expected to be involved in the learning, wellbeing, care of students and the co-curricular life of the College as these are pivotal to the holistic development of each student. Examples of duties include but are not limited to:

- create inclusive, safe and supportive learning environments
- foster student passion, interest and excellence in Geography
- teach the subject creatively and with academic rigour
- deliver an inspiring and differentiated learning program through high quality teaching in order to develop in students a deep understanding of the content and develop students as reflective and powerful learners
- provision of rigorous academic learning, supporting students to achieve their personal best and pursue learning growth through personalisation of learning
- create a learning environment that enables trust and respect, engaging all students in the learning process and catering for diverse abilities and learning styles
- work with members of the Geography team to plan and deliver units of work and related assessments
- ensure that positive and constructive feedback is provided to students in a timely manner to improve the students' understanding
- implement best practice teaching and learning strategies appropriate to the learning of girls
- work collaboratively with Heads of Department, colleagues and wellbeing leaders, providing support for the students' emotional and social wellbeing and learning
- maintain all administrative records to a high standard including programmes and registers, attendance, wellbeing, risk assessments, NCCD, assessment and reports
- ensure ongoing personal and professional development in Geography education and pedagogy
- contribute to professional networks and associations, and build productive links with the wider community to improve teaching and learning
- ensure professional compliance, support policy and follow school procedures and systems



- being available to assist students out of class where needed, via negotiation between teacher and students
- attend chapel services, assembly and other School events in line with teaching timetable availability
- and maintain an active connection with the broader community.

Other Duties:

- as directed by the Head of Geography or the Principal
- maintain up-to-date understanding and support of the College's commitments to Child Safety, Health & Safety, and Policy & Compliance

Key Relationships:

- Geography Department
- Senior School Teachers and Staff
- Learning Enhancement Department
- Year Level Coordinators
- Curriculum Leaders

Mandatory Qualifications / Registrations / Certifications:

- relevant teaching qualification
- current Victorian Institute of Teaching (VIT) registration
- current certification, or willingness to obtain certification, through PLC-run programs:
 - Provide First Aid (HLTAID011) and CPR (HLTAID009) certificates
 - Asthma First Aid certificate
 - Anaphylaxis Management certificate
 - MARAMS - Protecting Children - Mandatory Reporting and Other Legal Obligations for Non-Government Schools (or equivalent)

Please note: Staff are required to maintain current certification and compliance training as required

Knowledge, Skills and Experience:

- demonstrated passion and enthusiasm for the teaching and learning of Years 7 to 12 Geography
- the ability to successfully plan and implement well-structured learning and teaching programs that engage students and promote learning
- outstanding classroom teaching and learning skills and a capacity to set explicit, challenging and achievable learning goals for all students
- competence in preparing materials and using technology for online learning
- the ability to work within, and contribute to, a team of highly accomplished teachers of Geography, particularly in the context of planning units of work and related assessments
- the ability to successfully contribute to collegial discussions and apply constructive feedback from colleagues to improve professional knowledge, curriculum development and practice
- a positive, proactive approach to students, peers, parents and members of the wider community



Key Attributes:

- ability to work independently and collaboratively
- a warm, positive and considerate manner
- a commitment to continual upgrade of personal skills and qualifications
- exceptional communication skills displaying sensitivity and discretion
- meticulous attention to detail and desire for accuracy
- committed to striving for continuous improvement and achieving exceptional outcomes
- demonstrates high levels of confidentiality, trust, credibility and honesty
- capacity to create a learning culture of inclusion and belonging where every person is known and valued
- displays empathy, enthusiasm, commitment and is highly motivated
- willingness to learn new pedagogy to improve classroom teaching
- a proactive approach to the effective holistic development of students including their wellbeing and learning
- ability to adapt and operate effectively and flexibly in a challenging and changing environment
- actively supports the College's mission, values and goals

Workplace Health and Safety

PLC is committed to fostering a safe, healthy and respectful environment for all members of the College community. All staff share responsibility for contributing to a positive workplace culture by complying with the College's OHS policies, procedures and practices, taking reasonable care for their own health and safety and that of others, and supporting an environment where wellbeing, safety and respect are valued and prioritised.

Child Protection

PLC is committed to being a Child Safe organisation where the safety, wellbeing and best interests of children and young people are at the centre of all we do. All staff share responsibility for creating and maintaining a child safe culture by complying with applicable child protection legislation and the College's Child Safe policies, procedures and practices. This includes actively supporting student wellbeing, promoting inclusion, respect and empowerment, taking action to keep children and young people safe from harm, and raising any concerns regarding child safety. The College has zero tolerance for child abuse.

Approval

Owner:	Deputy Principal (Curriculum & Learning)
Approved by:	Principal
Approved date:	September 2026

The purpose of this position description is to provide a general overview of the key responsibilities of the position and is not intended to represent the entirety of the position nor is it intended to be all-inclusive