RED BEND CATHOLIC COLLEGE

EMPLOYMENT OPPORTUNITY

Mathematics, HSIE, Science and TAS Teachers

Inspiring Minds, Hearts and Spirits

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Red Bend Catholic College Forbes, located in a peaceful rural setting with state-of-the-art facilities, is seeking dynamic staff who will Inspire Minds, Hearts and Spirits.

If you are passionate about making a difference in the lives of students, then we encourage you to join our Catholic Marist community.

We are currently seeking Teachers across the following KLA's: Mathematics, HSIE, TAS - Food Technology and Science to join our team.

This position will support the students' education in a positive and engaging learning environment across all areas and aspects of the College community loop.

HOW TO APPLY

Applicants will apply through Red Bend Catholic College's Recruitment Portal on www.redbendcc.nsw.edu.au.

To be considered, applicants will include:

- ☐ Cover letter, including statements addressing the Essential and Desirable Criteria
- ☐ Resume
- ☐ Completed application questions

Applicants will be required to have a NSW Working With Children Check. Red Bend Catholic College is committed to child safety through the Marist Schools Australia Child Safeguarding Standards.

Applications close:
Sunday 1 November 2026

THE BENEFITS

- Be part of a vibrant, inclusive and thriving regional community
- Ongoing professional development and training
- A safe, caring and supportive work environment
- Relocation incentives may be available
- Salary packaging and novated leases available through preferred suppliers
- Employee Assistance Program (EAP) counselling service
- Access to the College's Pool and gym

PRIVACY

Red Bend Catholic College, as part of the recruitment process, will be collecting information about you. This information will be included in the recruitment file, and will be read by members of the interviewing panel.

EQUAL EMPLOYMENT OPPORTUNITY

Marist Schools Australia and Red Bend Catholic College aim to ensure fair, equitable and non-discriminatory consideration for all applicants, regardless of sex, ethnic or racial origin, or physical disability.

RED BEND CATHOLIC COLLEGE

OUR MISSION

Red Bend Catholic College inspires an inclusive and engaging Catholic education in the Marist tradition, nurturing enlivened Christians who are audacious, resilient and ethically informed global citizens.

OUR VISION

Red Bend Catholic College fosters educational excellence within a Christian environment. Through our Marist charism, we engage minds, hearts and spirits, inspiring our students to live well-rounded, ethical lives of respect, service and compassion. The College community invigorates critical thinking and interdependent learning in our students. Our students thrive in a safe environment which nurtures wellbeing and a sense of belonging. We promote Catholic values through our family atmosphere and community partnerships, where Jesus Christ is known and loved.

COLLEGE PRIORITIES

- Enliven our Catholic Marist Identity through through the Religious Education program, Outreach activities and Faith Formation opportunities
- Lead and invigorate our newly developed Vision for Learning
- Build on the strengths of our Wellbeing and Pastoral Care program
- Continue to build partnerships and relationships in all sectors of our community
- Awareness of the needs surrounding a growing school population
- Importance of highly developed Collective Efficacy as a staff team
- Innovative approach to attracting, retaining and forming staff.

COLLEGE GOVERNANCE

Marist Schools Australia Ltd oversees the Governance of the College. The Principal is directly responsible to the Regional Director who is, in turn, responsible to the National Director. The Regional Director is supported and advised by the Regional Council which advises him on matters of planning and policy in MSA-governed schools.

The Principal is also assisted by the College Advisory Council, the College Finance Advisory Committee, which reports to Marist School Australia and its finance sub-committee, and the Province Finance Commission. The Principal leads and manages the school, with the support and advice of the College Executive.

ROLE DESCRIPTION: TEACHER

POSITION	
ROLE TITLE	Teacher
DEPARTMENT	Teaching
REPORTS TO	Principal through the Faculty Coordinator
DIRECT REPORTS	Nil
CLASSIFICATION	Graduate 1-2, Proficient 1-5
POSITION STATUS	Permanent, Temporary Fixed Term Contract
ALLOWANCES	Nil
PRIMARY PURPOSE OF THE ROLE	The primary focus of the Teacher is the education of the students. The Teacher is responsible for creating a positive and disciplined learning environment: ● In the classroom ● In Co-curricular activities ● In interacting informally with students
AREAS OF DELIVERY	● All Faculties and Key Learning Areas ● Pastoral Care ● Sport and Extra-Curricula
SPECIAL REQUIREMENTS	The nature of this position is such that the Teacher may be required outside the "normal" office /College hours to support the College Executive in various forums and to attend meetings and presentations whenever necessary. The Employer reserves the right to vary this position description in response to changing needs.
EXPECTED BEHAVIOURS AND ATTITUDES	● Actively supports a child safeguarding culture to the highest standards ● Complies with: ○ Marist Schools Australia Policy Statements. ○ Red Bend Catholic College Policy Statements, Procedures and Code of Conduct for Staff ● Adheres to workplace health and safety procedures and actively contributes to maintaining a safe, healthy and tidy environment; ● Maintains a commitment to improve services and pursue excellence continuously ● Seeks opportunities for professional development.

KEY ROLE RESPONSIBILITIES	
A TEACHER IN THE CATHOLIC COMMUNITY WILL:	• Actively works to promote the mission and life of the Catholic Church • Promote Marist spirituality through the charism of Saint Marcellin Champagnat within the College. • Give personal witness to Gospel values through word and action. • Promote the philosophy and goals of Catholic education and practice in the Marist tradition. • Assist in nourishing and developing a Christian atmosphere within the school community through active participation in the prayer and liturgical life of the College. • Have a pastoral concern for individual students and staff.
DUTIES AND RESPONSIBILITIES	• Demonstrate knowledge, competence and confidence in the relevant subject discipline. • Well prepared and varied lessons, which cater to the range of student abilities and interests. • Demonstrating commitment to teacher professional development • Conducting oneself in a professional and appropriate manner in the classroom and school environment, when representing the school and in a personal capacity. • Carefully following the Board of Studies Syllabus Documentation, preparing scope and sequence statements, programs and planning lessons according to this documentation. • Keeping a record of their curriculum delivery (e.g. A teacher's chronicle / daybook or similar) and having it available for perusal and discussion by the Faculty Co-ordinator, Director of Curriculum or Director of Teaching and Learning. • Keeping registers for the classes taught up to date as well as evaluating units of work at their conclusion. • Being conversant with any requirements for examinations and assessments. • Recording and maintaining students' assessment levels during the year and preparing reports on student's progress as required • Student supervision, when and where required • Support House Coordinators and the Leadership of the College in student management • Maintaining a classroom environment conducive to learning. • Attending briefing sessions, general staff meetings, Faculty and House meetings • Ensuring that any equipment used is pre-booked, cared for and returned in good order. A teacher must understand and comply with the statutory duties associated with their profession. In addition, a teacher employed by Red Bend Catholic College has various common law duties to their employer. To this end, the

teacher should:

- Be familiar with the provisions of legislation relevant and applicable to their designated responsibilities.
- Comply with their duty as a mandatory reporter of children at risk of harm under Section 27 of the Children and Young Persons (Care and Protection) act 1997 (NSW)
- Comply with reasonable directions given by a Faculty Coordinator, member of the Executive or Principal and adhere to guidelines concerning the performance of their duties.
- Perform their duties efficiently and effectively and with honesty, integrity and fairness always; perform all their work with reasonable competence and skill.
- Render faithful service to their employer and not wilfully damage their employer's interests.
- Use information gained in the course of employment only for proper and appropriate purposes.
- Comply with all College workplace policies, including, but not limited to, any Code of Conduct for School employees or similar policies, as well as policies such as Bullying and Harassment policies and internet and email policies.
- Commit to the development of a climate and culture of the workplace aligned to the ethos of a Catholic school.
- Collaborate in the development of school plans, policies and programs as directed.
- Use system resources economically.

Teachers with Pastoral Care Classes

Pastoral Care teachers have administrative and wellbeing responsibilities for an assigned group of students. Pastoral Care time is scheduled five mornings a week and is 15 minutes in duration. These responsibilities include:

- Work collaboratively with the House Coordinators and attend House Meetings as required.
- Prioritise student wellbeing, getting to know students in our Marist way and referring concerns to the House Coordinator.
- Mark rolls accurately and assists with absence follow up.
- Write Pastoral Care comments and Year 12 references.
- Communicate with parents as partners in education.
- Check and sign student handbooks weekly, ensuring homework is recorded.
- Lead and role model prayer for the Pastoral Care class.
- Share notices, allowing students to check their email and other relevant information
- Actively supervise Assemblies.
- Follow up SEQTA records, PULSE referrals and check and record compliance with College policies: record and resolve uniform issues,

	punctuality and device use. ● Conduct weekly Pulse check-ins ● Deliver scheduled activities as per the PC Schedule Additionally, Pastoral Care Group teachers are also responsible for their Pastoral Care during an Extended Pastoral Care session on Wednesday for 45 minutes. There will be a maximum of 5 extended Pastoral Care times a term. These extended Pastoral Care times may include: ● House meetings/assemblies ● Guest speakers ● Activities set by the House Coordinator ● Goal Setting ● House Activities ● Sports carnival registration ● Wellbeing sessions It is the responsibility of the Pastoral Care Teacher to inform students of the upcoming Extended Pastoral Care period activity and location.
SYSTEM ADMINISTRATION	● Ensure compliance with all Red Bend Catholic College systems including ○ Synergetic ○ Seqta ○ Consent to Go ○ ESS ○ IDEAGEN
ORGANISATION AND OPERATIONS	● Ensure compliance with the WHS Act 2011 and its regulations including: ○ Report any injury, damage, unsafe condition or hazard via RBCC online platform IDEAGEN, Assurance as well as notification to your relevant Faculty Coordinator within reporting guidelines. ○ Wear protective clothing or use equipment in the manner intended (where required). ○ Take reasonable care for the Health and Safety of all persons (including students, staff, visitors, contractors and volunteers). ○ Ensure that all students, staff, contractors and volunteers under the direction and control receive adequate instruction for the safe and efficient performance of their role and duties. ○ Correct unsafe and/or unhealthy practices or conditions in areas under the control of the position to the full extent of the position's authority or refer to the relevant Faculty Coordinator, Compliance Coordinator, HR Manager or Deputy Principal. ○ Cooperate with the Faculty Coordinator or Compliance Coordinator in the measures taken to ensure Work Health and Safety. ● Compliance with all RBCC policies, procedures, Code of Conduct and Child Safeguarding requirements including Mandatory Reporting requirements and other relevant legislative and regulatory authorities. ● Participate fully in the prompt investigation of all serious and potentially serious incidents and accidents which result in, or could

	have resulted in either injury to persons or damage to property or Human Resource implications so that remedial action may be initiated. ● Work Cooperatively in a team environment and provide support and/or technical advice as required across other areas of RBCC as required. ● Work to continually assess and improve work practices and procedures on a continuous basis to achieve RBCC goals. ● Flexibility in the workplace, open to new ideas and concepts, to working independently or as part of a team and to carrying out multiple tasks or projects where relevant. ● Undertake all other duties as directed in line with the employee's skill, competence and training.	
KEY RELATIONSHIPS	**INTERNAL** ● Teaching and Support Staff ● Students	**EXTERNAL** ● Parents ● NESA ● Marist Schools Australia

PERSON SPECIFICATIONS	
SELECTION CRITERIA	**ESSENTIAL** ● Tertiary Qualifications - Teacher Relevant Tertiary Qualifications ● A commitment to Catholic education and a desire to enliven the Marist tradition of the College. ● Meets or willingness to meet the requirements of the Marist Schools Australia Staff Accreditation to Work and Teach policy ● NESA Accreditation (Conditional / Provisional) ● Strong understanding of curriculum and educational standards ● Ability to maintain ethical standards, demonstrating respect, confidentiality and uphold the values of Red Bend Catholic College ● Highly developed interpersonal, written and verbal communication skills ● Demonstrated capacity and skills and/or experience teaching in key learning areas ● Capacity to integrate technology into effective classroom practice ● Capacity to plan and deliver engaging lessons that integrate the Quality Teaching Model and maximise learning outcomes for students with diverse learning needs ● Demonstrated ability to work autonomously and collaboratively as part of a team ● Demonstrate high-level organisational skills **DESIRABLE** ● NESA Accreditation (Proficient) ● An active member of a Catholic Eucharistic community.
OTHER REQUIREMENTS	● Registration with NESA ● Active participation in the co-curricular life of the College.
STATUTORY REQUIREMENTS	● NSW Working with Children Check
AUTHORITY AND ACCOUNTABILITY	Worker Level Authority and Accountability