St Peters Lutheran College

Position Description

Position Title	**Primary Years – Classroom Teacher**
Department	Primary Years
Reports to	Head of Primary Years
Direct Reports	N/A
Purpose and Objectives	St Peters Lutheran College is the pre-eminent coeducational day school in Springfield. The position of the Primary Years Classroom teacher is responsible for planning and implementing the curriculum for students in the Primary Years (Prep to Year 6), and work in collaboration with other teachers and staff to create a comprehensive education program for students. The Primary works directly with the students in their care to promote learning and enhance student outcomes through: • Direct teaching of students • Provision of coherent and planned curriculum including effective pedagogy, formative and summative assessment and reporting on student progress • Engagement of students in appropriate lessons and learning activities • Participation in other teaching related activities; • The College is committed to the process of restorative practices in interactions with students, parents and staff and as such, the must be committed to its implementation and development • and the performance of additional duties allocated by the Head of Primary or Principal in accordance with Queensland Lutheran Schools Enterprise Agreement.
Key Accountabilities	The duties and responsibilities for this position are as follows: **Professional Teaching and Learning** *a. Curriculum* • Know relevant curriculum and apply an inquiry framework in regard to planning for learning. • Prepare and share high quality and professional standard teaching resources with other teachers. • Follow College policy in relation to academic matters including assessment, work programs development and their implementation. • Develop a comprehensive and age-appropriate curriculum for primary students.

	b. Pedagogy • Identify individual learning needs and styles, and plan experiences that enable all students to achieve success. • Prioritise the development of a positive relationship with all students to engage their enthusiasm, interest and passion. • Know and understand a range of learning methodologies and technologies. • Contribute to the development of the College's virtual learning environment to assist student learning. • Address students' varying intellectual, emotional and physical abilities in teaching practice. • Keep abreast of changes in general and subject specific inquiry pedagogy. *c. Feedback* • Use varied assessment and reporting methods to regularly monitor learning progress (assessment for learning). • Reflect on both summative and formative information and modify programs and practices in response to underlying trends. • Provide students with both positive and critical feedback on performance that reinforces student achievement and focuses on further learning. • Ensure that information about students' previous experiences and achievements in their subject is used to plan curriculum and improve student learning across a year level or within a learning area. d. *Assessment* • Maintain accurate, consistent and comprehensive records of student progress and achievement. • Provide parents and students with detailed, accurate and informative written and oral reports at appropriate times, as required by the college. • Demonstrate a comprehensive knowledge of expectations of student performance and learning outcomes as indicated by State and National assessment measures and by interpreting and communicating them to colleagues. • Use assessment tasks that are purposeful and relevant to the teaching and learning program and the learning needs of students. **Pastoral Care of Students** • Take responsibility for the pastoral needs of students when on playground duty

and in class with students

- Attend and participate in the co-curricular life of the College through the sporting and cultural calendar.

Behaviour Management

- Establish and maintain an orderly, co-operative, enjoyable and task oriented learning environment.
- Set and adhere to timelines for completion of work.
- Make all reasonable efforts to manage the behaviour of students effectively with the directions of St Peters policies and procedures.
- Negotiate and implement effective consequences and strategies to assist students who negatively impact teaching and learning.
- Respond appropriately to student behaviour, with calmness and respect, identify factors contributing to behaviour and seek resolutions.
- Follow up matters related to behaviour and classroom learning where necessary, contacting parents and other staff if required

Developing and maintaining positive relationships

- Work effectively and collegially as a member of a college team in a range of College activities.
- Exercise effective communication skills with students, colleagues, parents or guardians, and others. Establish positive and effective relationships with students and encourage in them a positive and appropriate sense of self-worth.
- Participate in partnerships with colleagues to reflect critically and constructively upon and improve teaching and learning practice.
- Both maintain confidentiality in regard to sensitive or private information about students, families, colleagues and the college, and also communicate information appropriately, when necessary, in the interests and wellbeing of the St Peters community.

Effective and efficient administration

- Complete administrative tasks accurately, according to necessary administrative deadlines, and maintain accurate records.
- Meet and teach students at designated locations and times, and model high standards of punctuality, dress, language and other standards and expectations in the college.
- Encourage in students an understanding of and support for the Christian practices and values of the college, teaching them as necessary.
- Attend professional development activities to improve teaching and pastoral care

	skills. • Develop and maintain effective professional partnerships with other staff. • Undertake supervision duties, including yard duty, diligently. • Attend staff meetings, parent teacher interviews and other co-curricular activities, including active involvement in the co-curricular program or negotiated equivalent. • Demonstrate familiarity with and provide advice on relevant employer policies and procedures. • Supervise additional classes as required.
Committee Membership	Weekly staff meeting Any other Meeting or Committee Meeting as directed by the Head of Primary Years, Head of Springfield, and/or Head of College
Selection Criteria	These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate. **Experience and qualifications** **SC1:** Relevant qualification in Education and current registration with the Queensland College of Teachers. • Experience within the International Baccalaureate (IB) framework is highly regarded. • Applicants should demonstrate a proven track record of success in a comparable leadership role, contributing to organisational excellence, high performance standards, and the cultivation of a positive and collaborative workplace culture. **Knowledge, skills and capabilities** **SC2:** Strong organizational ability with critical analysis and problem-solving skills **SC3:** Demonstrated ability as an exemplary classroom practitioner with proven record of success at primary levels. **SC4:** A high level of knowledge and understanding of children's development relevant to the specific age group. • An awareness of different learning styles, students' special needs and the importance of the encouragement of independent learning. • Knowledge of factors impacting on a student's wellbeing. **SC5:** Highly developed written and oral communication (including presentation), negotiation, interpersonal, and customer service skills. With an emphasis on building and maintaining quality relationships with all members of the College community. **Personal capabilities**

	Demonstrated ability to exemplify care, dignity, and respect, delivered through high personal accountability for professional workplace conduct. Demonstrated commitment to reach their own potential (Plus Ultra-More Beyond) and in manner that aligns with the College's strategic and operational objectives and values. **Christian Ethos** An understanding of, respect and demonstrable support for the College's Christian ethos.

Job Details	
Position Status	Maximum Term
Hours of Duty	Full time – 30 programmed hours a week Monday to Friday All Year Position
Classification	Schedule 6 Teacher Graduate to Proficient 9
Annual Salary	$94,967 to $134,151 per annum plus Superannuation. **Terms and Conditions –** Please refer to the Employment Contract, which may or may not include reference to the *Queensland Lutheran Schools Single Enterprise Agreement 2024.*
Superannuation	12.75% employer contribution from 1 July 2025
Location	St Peters Lutheran College Springfield 42 Wellness Way, SPRINGFIELD QLD 4300
Professional Behaviours	Applicants are expected to respect and uphold the College's Mission of "Excellence in Christian Co-Education", support the Christian ethos of St Peters Lutheran College, and uphold the Code of Conduct and Valuing Safe Communities standards. All employees are expected to demonstrate courtesy, co-operation and teamwork with fellow members of staff, and actively and effectively participate in reasonable directions provided.
Child Protection	All employees of St Peters are required to complete annual Child Safety Training. New employees must complete this training upon commencement, and/or provide certificate of completion from previous workplace. Employees must understand and adhere to the College's Child Protection Policy and Procedures.
Health & Safety	All employees are required to take reasonable measures to protect their own health, safety and wellbeing, and that of others, and to follow all reasonable Health and Safety policies, guidelines, and directions. Managers hold additional accountability for operational management of safe work

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	practices in their area, including making appropriate resources, information, and training available to their team members.
Policies & Procedures	Employees are expected to understand and act in accordance with St Peters policy and procedure documents that are available on the College's intranet, relevant legislation and directions within the employment contract and/or *Queensland Lutheran Schools Single Enterprise Agreement* and take the responsibility to maintain currency with these.
Compliance Requirements	Right to work in Australia Current Blue Card and/or Queensland College of Teachers Registration. Identified positions will require additional security clearances. All successful candidates will be required to obtain and maintain currency and levels of security clearance. Timely completion of mandatory training requirements and training relevant to their role.
Other Relevant Information	The College will conduct relevant and required applicant checks which includes and is not limited to, contacting current and previous employer(s) to substantiate employment history, past conduct and performance. St Peters Lutheran College aims to be a preferred employer by fostering and valuing diversity, ensuring equitable and fair treatment for all, and respecting and upholding human rights. The College is committed to increasing the participation rate of Aboriginal and Torres Strait Islander people through best-practice recruitment methods and producing positive training and employment outcomes for Aboriginal and Torres Strait Islander people within the wider communities. The collection and handling of information will be consistent with the requirements of the *Privacy Act 1988*.
Further Information	Further information about St Peters can be found at www.stpeters.qld.edu.au

22 July 2026