



Director of Professional Learning and Development Marist-Sion College Warragul Position Description

Position Information	
POL Classification Level	POL 4 under the DOSCEL Schools and Secretariat Agreement 2022
Strategic Pillar and Organisational Strand	Leadership
Team Membership	Professional Culture and Growth Strategic Team College Management Team
Reports to	Deputy Principal – Professional Culture and Growth
Time-release minutes per fortnight cycle	960 minutes
Our College	
<p>Marist-Sion College, Warragul, is a Catholic co-educational secondary school, inspired by the traditions of the Marist Brothers and the Sisters of Our Lady of Sion.</p> <p>Our mission is to provide an innovative education which integrates faith, learning and life in a welcoming community.</p> <p>Our vision is that students experience an education where they are known and loved, grow as life-long learners, and live as active citizens inspired by the principles of Catholic Social Teaching.</p>	
Leadership Statement	
<p>At Marist-Sion College leaders develop a culture of effective learning and teaching which is future focused and based in a vibrant Catholic learning community. We are impactful leaders, building capacity and driving school improvement.</p> <p>Leaders at Marist-Sion College:</p> <ul style="list-style-type: none"> • Are visionary and inspire a learning culture of high expectations. • Build a team-based culture that is self-reflective and build positive relationships with others. • Adopt an evidence-based approach, supporting targeted professional learning and monitoring progress in school improvement. • Create a sustainable future by working with data to change, adapt and grow. <p>Leaders at Marist-Sion College are living witnesses to the Gospel who activate:</p> <ul style="list-style-type: none"> • Improvement: Leaders inspire team members to support the pursuit of school improvement. • Growth: Helping others to flourish, promoting a climate of challenge, support, and effective learning. • Learning: Engaging in continuous professional learning and development. • Reflection: Fostering staff wellbeing to enable/encourage others to shine through reflective practice. <p style="text-align: center;"><i>“Everyone’s talents and involvement are needed” (Pope Francis – Laudato Si’ 14)</i></p>	

Capabilities and Responsibilities

Leading Strategically and with Purpose	<ul style="list-style-type: none"> • In conjunction with the Deputy Principal – Professional Culture and Growth, develop plans for the College professional learning program which identify clear targets, timelines and success criteria for its development and/or maintenance in line with the College Strategic Improvement Plan. • Ensure the Professional Learning and Recruitment and Engagement Policies are realised.
Leading Expert Teacher Practice	<ul style="list-style-type: none"> • Implement and champion the use of targeted Professional Learning across various platforms such as the Learning Hub and Professional Learning Culture Workshops and other offerings. • Support Provisionally Registered teachers to complete their VIT Portfolio and gain full registration. • Develop and maintain an effective induction process for new staff. • Maintain the College Professional Learning Implementation Plan (PLIP). • Champion a coaching approach for teaching staff to enhance their teaching practice. • Provide Professional Learning workshops targeted to new, graduate, and early career teachers to build their strategies to improve student outcomes.
Leading Coaching for Learning and Growth	<ul style="list-style-type: none"> • Support graduate and early career teachers through programs, small groups, and individual coaching. • Provide and implement a framework for teaching staff on conducting effective Parent Teacher Student Interviews that is evidence based. • Support the Appraisal and Recognition process by providing a forum for self-reflection. • Provide ongoing support, using a coaching method, to support the pedagogical practice of all teaching staff. • Lead the new staff mentor program by providing a framework and professional learning for new staff mentor's to be effective coaches for their mentee.
Leading a Culture of Leadership	<ul style="list-style-type: none"> • Activate a culture of leadership by providing support and ongoing formation for emerging and middle leaders. • Adopt evidence-based processes to lead change and successful school improvement. • Promote Sponsored Study courses for teaching staff to improve student outcomes. • Champion a culture of staff wellbeing using the Thrive At Work framework.

Selection Criteria	
Catholic Identity	<ul style="list-style-type: none"> • Ability to promote and uphold the Catholic Identity of the College. • Accreditation to teach in a Catholic school, or a willingness to undertake accreditation to teach in a Catholic school.
Skills and Attributes	<ul style="list-style-type: none"> • Ability to lead the people and lead the work in alignment with the Marist-Sion College Strategic Implementation Plan and Leadership Statement. • Lead the activation of staff voice in student outcomes and school improvement. • Displays a professional mindset and character to effectively lead staff to cater for the diverse needs of learners. • Ability to lead collegial teams underpinned by a team-based culture. • Inspiring and motivating team members towards achieving shared goals and objectives. • Building staff capacity through coaching and mentoring, promoting a culture of continuous improvement and learning. • Effective verbal and written communication abilities, encompassing.
Education and Experience	<ul style="list-style-type: none"> • Victorian Institute of Teaching (VIT) full registration. • An appropriate qualification in education. • Demonstrated understanding and experience of the learning and teaching pedagogy associated with the Victorian Curriculum.
Child Safety	<ul style="list-style-type: none"> • Experience working with children. • Commitment to and understanding of child protection and child safety issues in schools. • Demonstrated understanding of appropriate behaviours when engaging with children. • Be a suitable person to engage in child-connected work. • Demonstrated understanding of Mandatory Reporting.
Last Updated	June 2024