

<b>Position Title</b>	<b>Residential Staff</b>
<b>Responsible to:</b>	Director of Boarding
<b>Reports to:</b>	Boarding House Leader
<b>Position Purpose:</b>	Contribute to the sense of belonging, personal and academic development, care and welfare of St Peters Boarding students through the building of positive relationships the provision of effective supervision so that each boarder is known.
<b>Key Accountabilities:</b>	<ol style="list-style-type: none"> <li><b>1. Student Supervision</b> <ul style="list-style-type: none"> <li>• Supervision of boarders in House at all times (includes rostered sleepovers) and ensuring compliance with the study, health, safety and hygiene routines and regulations</li> <li>• Carrying out assigned and routine duties relating to the effective supervision of boarding students and the daily program of the Boarding House</li> <li>• Promote high standards of student behaviour and manage behavioural issues within the Boarding House, as required</li> <li>• Assist and support student’s academic progress</li> </ul> </li> <li><b>1. Pastoral Care &amp; Wellbeing</b> <ul style="list-style-type: none"> <li>• Support the Pastoral Care and monitor the Wellbeing of boarding students through developing effective relationships, providing appropriate supervision and utilizing the relevant structures, programs and processes of the Boarding House</li> </ul> </li> <li><b>2. Positive Relationships &amp; Communication</b> <ul style="list-style-type: none"> <li>• Develop Positive, Respectful and Supportive Relationships with boarding families, boarding students, boarding staff and day school staff</li> <li>• Communicate respectfully in a timely manner with all members of the St Peters community</li> </ul> </li> <li><b>3. Administrative Tasks</b> <ul style="list-style-type: none"> <li>• Carry out assigned Administrative duties whilst on shift in an effective and efficient manner, including the keeping of accurate student records</li> <li>• Ensure facilities are presentable, safe and hygienic</li> </ul> </li> <li><b>4. Professional Contribution</b> <ul style="list-style-type: none"> <li>• Contribute to the development of the culture of the Boarding House and a sense of team and good morale amongst all boarding staff</li> </ul> </li> <li><b>5. Professional Learning</b></li> </ol>

	<ul style="list-style-type: none"> <li>Engagement in ongoing Professional Learning and Growth as directed relevant to College Strategic Priorities, and Good Practice in Boarding and Student Well-being/Pastoral Care</li> </ul> <p><b>6. Christian Ethos</b></p> <ul style="list-style-type: none"> <li>Actively support the Christian Ethos and Mission of the College</li> </ul> <p>In order to achieve these accountabilities involvement in weekly duty rosters and weekend rotations, regular team meetings, attendance at boarder activities, occasional boarder events such as House Camp and House Nights is necessary and expected.</p> <p>This Position Description is not intended to be an exhaustive list of duties. It is understood that Residential Staff will undertake a range of duties, activities and tasks in order to achieve these accountabilities and successfully fulfil the role.</p>
<b>Child Protection</b>	<ul style="list-style-type: none"> <li>All employees of St Peters are required to familiarise themselves with and adhere to the College's Child Protection Policy and Procedures.</li> </ul>
<b>Professional Behaviours</b>	<ul style="list-style-type: none"> <li>All employees of St Peters are expected to model Professional Behaviours commonly associated with the Boarding Profession and adhere to Professional Boundaries at all time.</li> </ul>
<b>Workplace, Health &amp; Safety:</b>	<ul style="list-style-type: none"> <li>All employees are expected to take reasonable measures to protect their own health and safety and that of others, as well as follow all reasonable Health and Safety policies, guidelines and directions.</li> </ul>
<b>Policies</b>	<ul style="list-style-type: none"> <li>Employees must familiarise themselves with St Peters policy documents that are available on the College's intranet and take the responsibility to maintain currency with these.</li> </ul>
<b>Compliance Requirements</b>	<ul style="list-style-type: none"> <li>Current Queensland Teachers Registration or current Blue Card (Commission for Children and Young People and Child Guardian legislation)</li> </ul>
<b>Conditions of Employment</b>	<ul style="list-style-type: none"> <li>12 hours per week in lieu of Accommodation, utilities and meals etc.</li> <li>37 Weeks per year, plus Term 1 Teachers week Provision of accommodation for 52 weeks per year</li> <li>Provision of utilities (electricity and water) without cost</li> <li>Provision of all meals for 37 weeks per year. Meals are sometimes available during holiday periods as well. Cooking facilities are available in staff areas in the dorms for those times when the dining room is not providing meals.</li> <li>Access to private phone, internet, laundry facilities</li> <li>Access to a range of College facilities with appropriate approvals</li> </ul>
<b>Classification</b>	Junior Resident under the <i>Queensland Lutheran Schools Single Enterprise Agreement (2020)</i>
<b>Location</b>	St Peters Lutheran College 66 Harts Road Indooroopilly QLD 4068

DATE - October 2022