



## Position Description

### INTRODUCTION TO OUR COLLEGE

Our College commenced in January 2001 in functional facilities provided by Parklands Christian Church. Each year we continue to grow in student numbers, class levels offered, facilities and resources. We see the day when over 1200 students will come on our site each day. The College is divided up into 7 areas, these being: Little Learners Early Learning Centre (6 weeks – school age), Lower Primary (Prep-3), Upper Primary (4-6), Middle School (7-9), Senior College (10-12) and Outside School Hours Care (Prep – 12).

<b>POSITION TITLE:</b>	Secondary Teacher
<b>CONTRACT:</b>	Permanent, Full-time
<b>REPORT:</b>	Heads of Middle & Senior School
<b>DEPARTMENT:</b>	Secondary
<b>HOURS OF DUTY:</b>	Monday - Friday NB: some responsibilities throughout the year fall outside of normal work hours.
<b>PROBATION PERIOD:</b>	6-month probation in accordance with EBA
<b>LOCATION:</b>	Parklands Christian College, Park Ridge, QLD

### POSITION PURPOSE AND OBJECTIVES

Care for students through a quality Christian education that inspires them to flourish, to love God and to love others as themselves.

### KEY RESPONSIBILITIES AND PERFORMANCE INDICATORS

#### Mission/Ethos

A teacher at Parklands Christian College has an understanding of and commits to supporting the mission and ethos of Christian education within the school by:

- Actively supporting the faith life of the school
- Ensuring that the teachings, values and practices of the Christian faith form a foundation for learning, teaching and caring for others
- Establishing positive relationships including engagement in the pastoral care of students and supporting their spiritual and moral development.

#### Professional Practice

A teacher at Parklands Christian College demonstrates effective pedagogical practices and supports the development and maintenance of positive relationships with students and colleagues by:

- Creating a nurturing and ordered learning environment which is learner centred, supportive, cooperative and aligned with relevant curriculum policies, documents and practices
- Collaboratively developing and implementing quality curriculum programs and appropriate pedagogy; evaluating their effectiveness; assessing and reporting student progress and learning outcomes; and reporting these to students, parents and the community
- Implementing effective, adaptive, inclusive and equitable practices and teaching strategies
- Proactively and collaboratively engaging in professional renewal practices to enhance student outcomes
- Working collaboratively with the leadership team, teachers and other staff members in contributing to the professional life of the school

- Providing effective supervision of students and contribute to the health and safety of the workplace.

#### Professional Engagement

A teacher at Parklands Christian College fosters and develops appropriate professional relationships with parents, carers and the wider school community by:

- Valuing and supporting the distinctive role of parents and carers as partners in the learning and teaching process
- Encouraging and supporting the involvement of the school and students in the life of the church
- Engaging the wider community, where appropriate, in learning and teaching programs
- Supporting, as appropriate, the involvement of the school in special events and celebrations.

#### Professional Learning

A teacher at Parklands Christian College commits to maintaining currency of professional knowledge and skills and participating in the school renewal processes by:

- Evaluating learning and teaching practices using appropriate pedagogical frameworks
- Maintaining and demonstrating knowledge of relevant contemporary pedagogy
- Maintaining a high level of academic knowledge relevant to their teaching areas
- Regularly engaging in collaborative processes through which they share knowledge of key learning areas, subjects and pedagogical approaches with colleagues.

### **CORPORATE RESPONSIBILITIES**

The work of the Secondary Teacher will be consistent with the College's mission statement, CLEAR values, Code of Conduct for employees, and published policies, procedures and practices.

The teacher uses appropriate knowledge and skills to ensure that students receive a quality education consistent with the Christian faith, achieved through effective planning, organisation and review.

#### **All teaching staff are required to observe the following corporate accountabilities:**

##### ***General requirements***

- Demonstrate a commitment to spiritual and moral practices consistent with Biblical principles.
- Be in agreement with the Statement of Faith as stated in the Parklands Christian College Constitution and EBA.
- Support and implement the College Mission Statement, policies and procedures, core values and commitment to Workplace Health & Safety.
- Maintain confidentiality and professional responsibility.
- Maintain a degree of flexibility in working hours from time to time as required for the position.
- Accept that the College reserves the right to modify the position to meet its operating needs.
- Assist and relieve in other positions from time to time.
- Undertake other reasonable and relevant duties within skills, knowledge and capabilities and as directed by the Principal or delegate.
- Practice and demonstrate good grooming and presentation as per the College Staff Dress Guidelines.

##### ***Mandatory requirements***

As per our Student Protection Policy, Parklands Christian College is committed to the safety and wellbeing of children and young people. We believe every child's social, emotional and spiritual wellbeing matters deeply to God.

## PERSONAL ATTRIBUTES

### **Qualifications/Certifications**

- Degree in Teaching from a recognised University
- QCT Certification

### **Skills**

- Excellent written communication and technology skills
- Highly developed interpersonal and verbal communication skills.
- Strong organisational and documentation skills, with the ability to establish work priorities and work to deadlines with minimal supervision.
- Good analytical skills with the ability to communicate simply and clearly.

### **Abilities**

- Demonstrated ability leading, influencing and managing a culture of risk and safety awareness in a complex and diverse environment.
- Demonstrated ability to manage simultaneous projects with a wide range of health and safety implications.
- Ability to interact professionally and effectively with diverse groups.
- Ability to use discretion, tact and maintain confidentiality.

**Drafted by:** Alison Kingdom **Date:** 12/07/2024

**Approved by:** Jessica Grounds **Date:** 12/07/2024