



Primary Homeroom Teacher

Reports to Head of Primary School

Curriculum Responsibilities:

- Follow a curriculum that is consistent with College and Department objectives;
- Ensure courses are documented in accord with College guidelines and that students are provided with course outlines and assessment details;
- Engage in professional development activities to ensure knowledge of content and pedagogy is current;
- Make provision for individual differences in curriculum delivery;
- Work collaboratively with colleagues;
- Attend all relevant meetings and participate in departmental reviews of curriculum and assessment.

Learning Expectations:

- Create a learning environment that fosters trust and respect, and encourages each student to engage in the learning process;
- Use teaching and learning strategies that draw from and beyond the varied experiences of students;
- Encourage students to question and seek assistance as required;
- Ensure lessons are varied and include activities designed to engage all students;
- Set academic expectations that challenge all students without causing undue frustration;
- Be aware of current research literature as it relates to learning theory.

Assessment and Reporting:

- Ensure all assessment and reporting is consistent with the College's Policy and Departmental guidelines;
- Set regular homework and provide feedback to students within a reasonable time (refer to Homework Policy);
- Maintain accurate records of homework and its assessment;
- Give students adequate notice of assessment deadlines and detail of assessment procedures;
- Use a variety of assessment tools across a semester's work;
- Complete subject reports in the required style and by the set date;
- Use a report to convey an honest but tactful appraisal of a student's strengths and weaknesses with an emphasis on strategies for improvement.



Pastoral Responsibilities:

- Modelling Christ to students;
- Be sensitive to the individual needs of students;
- Be alert to changes in attitude or performance of students that may indicate an underlying problem and discuss your concerns with the Year Level Leader;
- Address social behaviours such as bullying that can cause distress and distract students from effective learning;
- Encourage students to take care of their own books and equipment and to respect the possessions of their peers;
- Provide a classroom environment that fosters the development of a healthy identity in Christ and a *shalom* community.

Extra-Curricular Responsibilities:

- Attend and take part in daily staff devotions;
- Undertake staff duty responsibilities (including yard duties, clean up rosters, etc);
- Report directly to Section Head, and Head of Primary School;
- Other duties as required by Deputy Principal, Principal or Business Manager.

Key Selection Criteria:

- Demonstrate an active Christian faith, regular church attendance and Christ-like leadership attributes;
- Be a qualified teacher and hold current registration with the Victorian Institute of Teaching (VIT);
- Display a passion for a deep knowledge of Christian education;
- Commitment to professional learning and continuous improvement;
- Be a team player and demonstrate the ability to work cooperatively with other staff;
- Demonstrate a pedagogy and practice that is informed first and foremost by a Biblical worldview, as well as contemporary teaching approaches, and the use of relevant technologies;
- Possess the ability to form positive relationships with students;
- Excellent written, presentation, teaching, organisational and communications (written and verbal) skill.