



## Appointment of Director of Teaching & Learning

Come and join our vibrant school, located in a growing NSW regional centre where lifestyle, affordability, low stress and rich community are realities.

We are seeking an experienced, innovative and enthusiastic leader for the position of Director of Teaching and Learning. The successful applicant will have strong leadership and management skills, ability to collaborate with teachers, a clear commitment to outstanding learning outcomes and preparedness to further the Christian mission of Calrossy.

The fundamental purpose of the position is to lead and promote outstanding teaching and learning practices at Calrossy Anglican School.

### ***Location***

Calrossy Anglican School, Tamworth – William Cowper (Years P-9) and Brisbane Street (Senior) Campuses  
Teachers may be required to work across multiple campuses and/or teach the online eCalrossy classes

### ***Role accountability***

- All positions are ultimately responsible to the Principal
- The position functionally reports to the Deputy Principal
- Calrossy is a Childsafe School and all appointees must hold a current Working with Children Check

### ***Direct Reports to this position***

- Secondary Heads of Department

### ***Collaborates With***

- The School Executive Team
- Secondary Director of Studies
- Head of Junior School, Head of Senior Secondary & Head of Calrossy 7 – 9
- Junior School Learning Coordinators
- Head of Boarding
- Calrossy Teaching Staff

### ***Special conditions***

The successful applicant will be expected to promote the Christian aims and ethos of the school and adhere to the School's policies.

Members of the Calrossy staff are expected to contribute to the school's cocurricular programme.

### ***Our School***

Calrossy Anglican School is a leading Day and Boarding School located in Tamworth, a thriving regional centre in the North-West of NSW. It is a 'coeducational school with a difference', catering for approximately 1000 girls and boys from Pre-School to Year 12. We have moved into our second century with a bold vision of quality Christian education for the young men and women of regional Australia, under the auspices of the Anglican Diocese of Armidale. Whilst a comprehensive school with an open enrolment policy, Calrossy has performed as the top academic school in North-West NSW in the past ten years, regularly achieving HSC results in the top echelon of schools in the state.

## ***A stimulating learning environment***

Calrossy is a forward-thinking school, creating innovative and modern working environments that enhance student learning and fosters a passion and a culture of participation in all aspects of school life. There are a broad range of academic, sporting and cultural activities for Boarding and Day students, promoting success and engagement, both outside and within the classroom.

Well-known for our outstanding and distinctive approach to wellbeing, Calrossy is a place of belonging, in which every student's wellbeing is nurtured, catering for individual special needs and potential.

Calrossy operates on two campuses in Tamworth, with the Junior School and Years 7 – 9 located on the William Cowper Campus in North Tamworth and Years 10 -12 students learning at our Brisbane Street Campus in East Tamworth. Boarding facilities for both girls and boys are provided within the school and nearby. Calrossy operates Tangara Farm as a Trade Training Centre which is home to our renowned Agriculture and Primary Industries programs. In 2020 the school commenced a fulltime, live, distance education program for students in Year 7. This program will expand to encompass students in Years 5 – 9 by 2023, catering to the needs of remote students across NSW and Australia.

## ***Our Vision and Mission***

*Calrossy Anglican School provides excellence in Christian Education and we seek to produce graduates who are creators of hope and change that matters.*

Our school values are ***Integrity, Resilience, Selflessness*** and ***Inclusiveness***. Operational values are ***Integrity, Accountability, Empathy and Courage***.

## ***Childsafe Organisation***

As a Childsafe school, we are committed to high standards of care and practices to ensure the safety and protection of children. Every staff member must have a current **Working with Children Check** and is required to actively support our school as a safe learning environment.

***Vaccination status:*** Candidates who are granted an interview will be asked their vaccination status.

## ***Applications***

Please forward applications for this position to the Principal, supported by a letter of introduction, appropriate Curriculum Vitae and the Calrossy application form (on the school's website) via [admin@calrossy.nsw.edu.au](mailto:admin@calrossy.nsw.edu.au).

The successful applicant will commence this role in January 2023.

A salary package will be negotiated with the successful applicant, in line with the Independent Schools NSW Teachers (Hybrid Model) Multi-Enterprise Agreement 2021.

Queries about this position can be directed to the Human Resources Officer, Sally-Anne Fielding via [hr@calrossy.nsw.edu.au](mailto:hr@calrossy.nsw.edu.au).

Applications close on Sunday 16 October 2022.

# Director of Teaching & Learning - Position Description

## *The Primary Objective of the Position*

The Director of Teaching and Learning will support academic teams in the implementation of outstanding teaching and learning practices throughout the school with a focus on effective pedagogy, teacher coaching and innovative and exciting programs and lessons to support learning practices and curriculum development. Leadership and some administration is encompassed in this role.

## *Accountabilities and responsibilities of the position*

### *Ethos*

- Actively support and promote the Christian ethos of Calrossy in a manner that is inclusive and sensitive to the life experiences of students, parents and staff
- At all times promote the School's Christian values in a practical and accessible way
- Help to develop, implement and evaluate the school's Strategic Plan

### *Qualifications*

- Recognised teaching qualifications and experience necessary to successfully mentor teachers in their classroom practice
- Meet NESA and Teacher's Institute Requirements to teach in NSW
- Familiarity with AITSL teaching standards

### *Leader of Learning*

- Ability to contribute to and lead the professional learning practice of Calrossy Anglican School, providing input and direction to training and development of staff
- Possess a thorough knowledge of the NESA policies and AITSL teaching standards
- Demonstrated history of excellence in teaching and modelling effective practice
- Experience in working with teacher teams, successfully having developed programmes, assessments and criteria for success
- Leadership experience within and beyond classroom teaching practice
- Commitment to supporting the differentiation of learning and meeting academic needs of all students
- Knowledge and expertise to support the effective integration of ICT into learning at all stages
- Capacity to contribute to teamwork and collective efficacy of teaching staff
- Work collaboratively in the provision of a quality environment and curriculum
- Articulate a school vision for learning, contributing to the development of a learning model for the school

### *Learning culture*

- Develop consistent high learning expectations of all members of the school community
- Support enquiry and application of quality learning practice at every level of our school, including Infants/Primary, Junior Secondary and HSC studies
- Promote a culture to enable students to thrive academically, socially and spiritually at all ages and stages
- Coordinate the academic tone of the school in partnership with senior staff members and teachers
- Take an active and enthusiastic role in the day-to-day learning within the School
- Develop a team of staff who support the holistic development of students
- Be up-to-date with contemporary pedagogical literature and research, connecting with professional networks and sharing developments with staff
- Contribute to newsletters on learning and academic growth

### *Teacher Practice*

- Develop teachers with a range of levels of experience and expertise. Applicants will need to demonstrate how they would approach assisting teachers to improve their practice
- Effective utilisation of educational theory as an underpinning of developing teacher quality
- Possess skills and knowledge to assist teachers in self-reflection and engaging in the improvement process
- Assist individual staff and departments to develop achievable goals and strategies for learning
- Advise teachers and executive regarding beneficial professional learning and alignment with whole school goals
- Possess skills and knowledge to assist NESA and ISTAA teacher accreditation
- Contribute to teacher coaching, lesson observations and the development of effective feedback to teachers and Middle Leaders

## ***Academic Leadership***

- In partnership with key academic staff, assist in the development and implementation of academic policies and procedures
- Be an integral part of the leadership of learning teams across the school
- Assist with the development of practices that monitor and measure student growth
- Assist with and advise on suitable processes which ensure the quality of School reports
- Contribute to school publications on teaching and learning
- Establish, monitor and evaluate policies, practices and systems to ensure excellent teaching and learning, including effective incorporation of ICT
- Be a member of a team that develops agendas and keeps suitable records of regular Middle Leader meetings
- Promote staff collegiality and effective sharing of ideas on teaching, assessment and programming
- Contribute to the Calrossy approach to assessment, reporting and feedback to parents and students

## ***Teaching and learning***

- Prepare lessons for and teach the number of periods per week as designated by the school's curriculum (0.5 teaching load)

## ***Parent and Community liaison***

- Update the community regularly on matters relating to teaching and learning
- Represent the school as a Leader of Learning

## ***Transitions***

- Promote and market Calrossy as an outstanding learning environment to prospective enrolees
- Support strategies for the academic transition of students from Primary into Secondary School
- Support transitions across the school including subject selection and learning pathways
- Contributed to preparation students as they move into Secondary School and Stages 5 and 6

## ***Administration***

- Participate as a member of relevant committees and sub-committees
- Contribute to Faculty, Stage, Heads of Department and whole staff meetings as required
- Assist with and advise on suitable processes which ensure the quality of reporting and assessment
- Contribute to school publications on teaching and learning
- Establish, monitor and evaluate policies, practices and systems to ensure excellent teaching and learning
- Management of large volumes of data – forms, student information curriculum documents, e-mail etc
- Support the application of the school Teaching and Learning Framework
- Support effective teacher self-reflection and appraisal tools and practice
- Administration related to teaching and learning

## ***Personal Qualities***

- A commitment to the Christian mission and vision of the school
- Humility
- A keenness to develop other leaders and build the capacity of learning teams within the school
- Highly developed interpersonal skills and the ability to relate with all sectors of the school community
- Well-developed communication skills, both written and oral
- A good role model to teaching colleagues and students
- Commitment to foster a positive image of Calrossy Anglican School
- Enjoyment in working with staff and students
- Ability to maintain professional levels of confidentiality and trust
- Capacity to work flexible hours
- Integrity, reliability and honesty
- Ability to meet deadlines and manage time effectively
- A high level of technological literacy