



Calrossy Anglican School

Position Description

Position Title	Secondary English Teacher
Immediate Supervisor	Head of English Department
Location	Can be asked to work across all Campuses
This Position Reports to:	All positions are ultimately responsible to the Principal All positions functionally report to the Deputy Principal This positions day to day report is to Head of Department
Co-ordinates with:	Head of Department, English Department colleagues Parents and Students Student Services Deputy Principal
Remuneration	In accordance with the Independent Schools NSW, Teachers (Hybrid Model) MEA 2017
Special Conditions	Commitment to supporting the CAS Co-curricular Activities. Supporting and encouraging the Christian Mission and Ethos of Calrossy Anglican School

Calrossy Anglican School is located in Tamworth, a rapidly expanding regional city in Northern NSW. Calrossy celebrated its Centenary in 2020 and operates under the auspices of the Anglican Diocese of Armidale. We have five campuses and cater to the learning needs of boys and girls, both Boarding and Day. Continued outstanding academic results have placed us as one of the leading schools in the region.

Preamble

We are seeking an innovative and qualified English teacher starting in Semester 1 2021. The successful applicant will demonstrate excellent subject knowledge of the NESA 7 – 10 syllabus documents and possess the capability to inspire students in their love of learning in English. The role is particularly an opportunity for an individual who wishes to specialise in the teaching of English, recent graduates and experience teachers are equally encouraged to apply.

Calrossy seeks to create a dynamic, caring, Christian environment in which girls and boys may grow to be adults of faith, integrity and compassion who value learning and pursue life with confidence and initiative, committed to excellence and truth.

Our Values are to love the Lord God with all our heart, with all our mind, with all our soul and with all our strength. To love our neighbour as ourself.

To consolidate our Christian journey Calrossy focuses on four core values:

- **Integrity** is a constant in character that transcends the context in which the person finds themselves. Integrity requires courage and produces honesty, truthfulness and loyalty.
- **Selflessness** is the ability to put the needs of others above one's own. Selflessness requires sacrifice and bears the fruit of humility, thoughtfulness and love.
- **Inclusiveness** builds diversity in community and counteracts prejudice with acceptance. Inclusiveness is at the heart of mateship, promotes friendship and denies a foothold to loneliness. It is not an absolute value of inclusiveness at all costs. It gathers what is good and just, but rejects what is evil and unjust.

- **Resilience** means ‘bouncing back’ from adversity and not giving up. Resilience is perseverance in a place of suffering which builds responsibility, patience and character.

The school’s expectation is that all staff will promote and support a positive image of Calrossy as a quality Christian school.

Qualifications, Skills and Experience

- Experience in Secondary English teaching and appropriate tertiary qualifications.
- Competence and interest in their classroom practice.
- Knowledge of the current Secondary English syllabus (particularly 7 – 10) and demonstrated ability to develop differentiated teaching programs.
- Knowledge of AITSL teaching standards.
- Demonstrated ability to develop outcomes-based assessment tasks.
- Willingness to uphold the Christian mission for the school.
- Current Working With Children Check
- Accreditation with NESAs, or ability to be accredited with NESAs

Personal Criteria

Essential

- Strong Computer literacy Skills, with clear knowledge of school computing software such as Moodle, SM Marks, Microsoft software and Apple computer systems.
- Excellent communication skills, both written and oral.
- Well-developed organisational skills.
- Ability to meet deadlines and to manage time effectively.
- A positive attitude and calm, approachable disposition.
- A neat and tidy appearance and overall attitude vital to fit in with the fabric of the School community.

Desirable Criteria

- Commitment to the Christian ethos of the School
- Ability and commitment to work as a productive team player exhibiting loyalty and support for colleagues.
- Ability to work positively, harmoniously and constructively in a team environment
- Honesty, integrity and authenticity in dealings with colleagues, students and staff.
- Enthusiastic and positive attitude
- Ability to exercise initiative
- Ability to work unsupervised.
- First Aid Certificate

Roles and Responsibilities

Responsibilities and Expectations of Secondary English Teacher

- Excellence in teaching.
- Be concerned for the welfare and learning of all students in the class.
- An aptitude to enthuse students, both boys and girls.
- Follow assessment schedules as determined by the Head of Department.
- Demonstrate enthusiasm for the content being taught.
- Conduct whole school marking as negotiated with the Head of Department in a timely manner.
- Seek to assist each student in classes regardless of ability.
- Be prepared to teach on both campuses, as determined by the Head of Department, Deputy Principal/Principal.

- Play a part as a collegial member of faculty in sharing ideas on teaching, assessment and programming.
- Willingness to contribute to the school's extra curricula programs.
- Committing to ongoing professional improvement and learning, as evidenced by documenting relevant requirements relating to the NESA Teacher Accreditation processes, participating in scheduled professional learning days and meetings, taking responsibility for the development of professional practice, and collaborating with colleagues in the pursuit of excellence in education.
- Participating in the School's pastoral care of students, which may include oversight of the wellbeing and progress of a designated mentor group, attendance on overnight camps and preparation of mentor reports.
- Communicating clearly and professionally with parents through reports, parent/teacher evenings and throughout the year as appropriate, necessary or requested
- Perform your duties to the best of your ability and be accountable for your performance;
- Follow reasonable instructions given by your supervisor or their delegate;
- Comply with lawful directions;
- WH&S - In accordance with the Workplace Health & Safety Act 2011 employees must, while at work take reasonable care for their own health and safety; take reasonable care for the health and safety of others and comply with any reasonable instruction from Calrossy and follow defined WHS policies and procedures
- Participate in any in-house training programs, as well as other job specific training that is identified as required for this job description.
- Participate and contribute to team meetings.
- Participate in workplace change where required
- Comply with the school's Code of Conduct.
- Report concerns or problems to supervisor.