



Careers at SCOTS PGC College

Information for applicants

Vacancy:	English Teacher
Vacancy code:	ENG18
Closing date:	Friday, 8 June 2018
Commencement date:	Monday, 16 July 2018

The College

SCOTS PGC College is a Uniting Church school that aims to offer the finest co-educational learning experience in South-East Queensland. We encourage striving for individual excellence and achievement as well as promoting a value of service to the wider community. Our philosophy of schooling rests squarely on the belief that a true education encourages young people to question and explore, to develop a strong sense of personal identity, to strive to achieve one's best, and to value the act of serving without losing one's desire to lead.

We are a specialist co-educational boarding and day school that includes students, Prep through to Year 12 located in Warwick, Queensland.

The role

We seek to appoint an experienced and passionate educator to teach English in Years 7-12. The position is full-time and the successful applicant will need to commence duties at the beginning of Semester 2, 2018.

Selection criteria

1. A passion for working with children and an ability to create and maintain positive relationships with students and parents.
2. An ability to teach English in Years 7-12.
3. Excellent classroom management skills.
4. Relevant tertiary qualifications for teaching and current registration with the Queensland College of Teachers.
5. Contemporary knowledge of QCAA and ACARA curriculum requirements.
6. Knowledge of, and experience in, the use of ICT's to enhance learning experiences.
7. An ability and willingness to be actively involved in the College's co-curricular programme.



How to apply

All applications should be submitted via the College's Seek.com.au portal by clicking the link below.

APPLY FOR THIS POSITION

Applications should include:

1. A letter of application addressed to the Principal, Mr Kyle Thompson.
2. A statement addressing the key selection criteria.
3. Current resume outlining your career and education history.
4. Contact details of at least three professional referees.

The successful applicant will be subject to employment screening, which will include;

1. Reference checking and verification of employment history
2. Criminal history check
3. Verification of qualifications and Queensland College of Teachers registration.

Questions?

Enquiries can be directed to the Human Resources Officer on 07 4666 9811 or employment@scotspgc.com.au. Information for applicants can be found on the Employment page of the College's website scotspgc.com.au



POSITION DESCRIPTION

COLLEGE PURPOSE

The College provides an outstanding holistic co-educational education to students throughout South East Queensland and beyond enabling them to become positive, resilient and engaged global citizens.

VISION

The College espouses all of the values of the Uniting Church ensuring that these inform our students' lives as individuals and a community. While emulating the values of the Uniting Church, concurrently instil and develop the values and traits of:

- Excellence
- Curiosity
- Caring
- Integrity
- Innovation
- Courage

POSITION TITLE

English Teacher

ORGANISATIONAL RELATIONSHIPS

Reports to: Director of Learning and Innovation through the Head of Faculty – English and LOTE

Direct reports: Nil

Internal relationships: Works closely with other teaching staff as well as administrative and boarding staff.

External relationships: Parents and carers

CLASSIFICATION

- SCOTS PGC Enterprise Agreement
- Teacher
- Full-time

INCUMBENT

Vacant



POSITION OBJECTIVE

The teacher will be responsible for the effective delivery of the curriculum in a safe, supportive and nurturing learning environment. Teachers at SCOTS PGC College subscribe to the holistic nature of education through commitment to guiding, nurturing and extending students through academic, pastoral care and co-curricular responsibilities.

SKILLS AND ABILITIES

- Empathy with Christian values and beliefs as practised by a Uniting Church School.
- A passion for working with children and an ability to develop and maintain strong professional relationships with students and parents.
- Demonstrated ability to teach with appropriate regard for the developmental characteristics and learning, social and emotional needs of adolescents.
- Excellent verbal and written communication skills.
- Demonstrated competence in establishing productive and appropriate classroom climate utilising contemporary methods of student management.
- Demonstrated ability to teach English in Years 7-12.
- Ability to work as an effective member of a small, dedicated team.

KNOWLEDGE

- Contemporary knowledge of QCAA and ACARA curriculum.
- Have detailed working knowledge about the developmental characteristics and learning, social and emotional needs of adolescents.
- Knowledge of contemporary behavioural management issues and practices.
- Knowledge of, and experience in, the use of ICT's to enhance learning experiences.

QUALIFICATIONS AND EXPERIENCE

- The ability to be registered as a teacher in Queensland.
- Relevant tertiary qualifications to carry out teaching responsibilities.
- Previous experience teaching English in Queensland.

OTHER ATTRIBUTES AND CONDITIONS

- The ability and willingness to actively contribute to the co-curricular life of the College.



KEY RESPONSIBILITIES AND DUTIES

The key responsibilities may be modified from time to time to ensure the expected outcomes are co-ordinated with the College's strategic plan. Without limiting the above, the key responsibilities and duties shall include:

Accountabilities and Responsibilities	Performance standards
Provide a safe learning environment	The teacher will ensure, as much as practicable, that students are able to learn in an environment free from harm.
Delivery of the College's curriculum	Curriculum will be delivered through appropriate work programmes and other curriculum documentation.
Maintenance of curriculum documentation	The teacher will ensure that all current curriculum and assessment is fully documented in accordance with College requirements.
Reporting of student progress and outcomes to relevant people; parents, students and College staff.	<p>The teacher will provide high quality written reports to parents and students within the College's reporting framework. Reports will be submitted in a timely manner to meet published deadlines.</p> <p>The teacher will also provide ongoing informal feedback to students and parents relating to academic progress, behaviour and other pastoral issues.</p>
Pastoral care responsibilities	The teacher will take an active role in the pastoral care of their students. This will include the monitoring of academic progress, welfare and other pastoral issues as well as the delivery of key pastoral care programmes as directed by the College.
Act in accordance with all relevant guidelines, policies and procedures including behaviour management, child protection, etc.	The teacher's decision making and conduct should be guided by the College's policies and procedures.
Co-curricular involvement	The teacher is committed to the holistic nature of education at the College. This will be demonstrated by an active involvement in the co-curricular programme as well as other College functions and activities.



GENERAL PERFORMANCE STANDARDS

- Tasks allocated to the position shall be performed to agreed standards and in accordance with established procedural guidelines.
- Work is carried out in accordance with accepted industry standards and legislative requirements or standards which may be appropriate and including College policies and procedures.
- Allocated tasks and reporting requirements are consistently completed within the agreed time frames.
- Actively participates in planning and recommending possible ways in which allocated tasks and responsibilities can be carried out more effectively and efficiently.
- Demonstrate a spirit of co-operation toward other employees and the achievement of the College's aims and objectives.
- Staff are expected to maintain an appropriate standard of dress and personal presentation to reflect their profession and work responsibilities.
- The College is a non-smoking environment. College policy and Queensland legislation dictate that smoking is prohibited within all areas of the College and within 5 metres of the College boundary.