



# Cobden Technical School

## Job description: Classroom Teacher

Victorian government schools are child safe environments. Our school actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in school environments, in accordance with their legal obligations including child safe standards. The school's Child Safety Code of Conduct is available on the school's website.

(Recruitment in Schools DET <http://www.education.vic.gov.au/hrweb/careers/Pages/recruitinsch.aspx> )

At **Cobden Technical School** we hold the care, safety and wellbeing of children and young people as a central and fundamental responsibility of our school. Our commitment is drawn from our school Vision statement that:

We are committed to developing successful outcomes for students, whether in the pursuit of high-level academic achievement or the development of specific vocational skills. These, along with opportunities for sporting, cultural, environmental and artistic involvement, are able to develop in a school with clear, strong connections to the community and industry at both the local and regional level. Cobden Technical School is a place where everyone who wants to learn is welcome and encouraged to strive for success, while appreciating that lifelong learning is enjoyable. We strongly believe that the development of emotional and intellectual intelligence, coupled with an environment where learning is enjoyable, are central to the development of our core values.

Our school has also adopted a Child Safe Statement that articulates **our zero tolerance of child abuse**.

**All teachers at CTS have an obligation to keep children safe.**

### Duties of a teacher include:

1. To teach classes within the specific area of specialisation.
2. To coach / mentor other staff within the specialist area.
3. To teach classes in other learning areas as deemed appropriate.
4. To participate in ongoing professional development.
5. To undertake other duties as specified by the principal.

### Teachers at Cobden Technical School should:

1. demonstrate a high level of knowledge in the specialist teaching area, student learning processes and resources and apply them by implementing programs that enhance student learning.
2. demonstrate high-quality classroom teaching skills and practices and successfully employ flexible, adaptive and constructive strategies to allow students to reach their full potential. These include the Victorian Curriculum, VCAA Curriculum (VCE/VCAL), Visible Learning Strategies, High Reliability Literacy Teaching Procedures (HRLTPs), strategies from 'Teach Like A Champion', and differentiated learning initiatives.
3. work as an effective team member.
4. respond effectively to emerging educational initiatives and priorities.
5. keep appropriate records of student assessment and communicate these to students, parents and other teachers by preparing formal written reports twice per year and interim and other reports as required.
6. provide regular written feedback to all students in their classes

7. use appropriate data to inform their teacher including: pre-testing, previous reports, discussion with other teachers, PAT testing, NAPLAN data, GAT data, other literacy & numeracy testing
8. demonstrate high-level communication skills and professional behaviour when interacting with parents or guardians, students and colleagues, e.g., during Parent-Teacher-Student Interviews
9. plan and deliver units of work, documenting these units appropriately with full details of teaching sequence, intended student learning outcomes, modes of assessment, assessment rubrics, etc.
10. be aware of and work towards achieving the goals and targets stated in the school's Annual Implementation Plan and Strategic Plan. Staff Performance and Development plans should reflect whole school goals.
11. ensure an appropriate behaviour management strategy plan is developed and maintained within all classes so that all participants are safe in their learning and teaching.
12. use ICT appropriately to ensure teaching and learning are effective and efficient.
13. maintain a student roll for every class.
14. be involved in various extra-curricular activities as negotiated by the Principal.
15. be aware of all school policies and protocols to ensure efficient and effective daily work practices.
16. be aware of and work towards achieving the AITSL Standards of Teaching.
17. model the school's HEART values:
  - Honesty – integrity and trustworthiness
  - Excellence – doing one's best to develop competence and credibility
  - Accountability – setting goals and being responsible for one's actions
  - Respect – fairness and equity, understanding, tolerance and inclusion
  - Trust – care and compassion.
18. dress appropriately and professionally.

Classroom teachers will be required to negotiate with the Principal the goals and targets related to their position.

Classroom teachers will be required to prepare and undertake an annual Performance and Development Review using the AITSL Standards.

Further information regarding the Child Safe Standards is available at:

<http://www.vrqa.vic.gov.au/childsafe/Pages/default.html>

<http://www.education.vic.gov.au/about/programs/health/protect/Pages/default.aspx>