



**MACQUARIE**  
ANGLICAN GRAMMAR SCHOOL

**Position Title:** Junior School Classroom Teacher  
**Group:** Kindergarten – Year 6  
**Supervisor:** Head of Junior School, Stage Leader

**PRIMARY ROLE/PURPOSE:**

The Classroom Teacher is responsible for the implementation of the Macquarie Anglican Grammar School's Teaching and Learning Framework through:

- Providing direction, supervision and care for students
- Effective delivery of the curriculum
- Maintaining professional standards
- Effective classroom management
- Emphasising the Christian ethos of the school

**RELATIONSHIPS AND AUTHORITY:**

This person reports to the Head of Junior School or delegate via Stage Leader.

**GENERAL REQUIREMENTS:**

- Teaching Kindergarten to Year 6 classes, using the NSW Education Standards Authority Syllabus documents
- Actively support the School's mission, as a member of the *Anglican Schools Corporation*, through your professional and personal example both in and out of the School
- Be well presented, well-spoken, and an ambassador for the School through your demeanour
- Comply with all Child Protection legislation



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## KEY ACCOUNTABILITIES:

### Curriculum

- Teach classes as timetabled
- Work as a member of a Stage and School staff
- Plan and organise programs and lessons for effective teaching to occur using the School Curriculum Planning document
- Differentiate the curriculum to cater for the range of abilities, interests and backgrounds of all students
- Develop, construct and implement a balanced range of assessment tasks to provide students with the opportunity to demonstrate their knowledge, skills and ways of working
- Evaluate assessment tasks, analyse data and maintain records of student achievement to inform teaching practice
- Provide timely and appropriate data-driven feedback to the individual student
- Moderate student performance to ensure consistency of standards across the School
- Report constructively through open communication with parents; by way of interview, telephone conversation, student report cards and the maintenance of anecdotal records
- Become informed about students learning characteristics and academic capabilities through examination of Individual Learning Profiles (ILP's)
- Communicate unsatisfactory academic performance and academic at risk to the Director of Teaching and Learning
- Effective use of the school's online learning management tools

### Professional Standards

- Develop and maintain current knowledge and expertise of pedagogy and subject disciplines
- Attend professional development activities to improve teaching methods, pastoral skills and knowledge
- Work collaboratively as a member of the teaching team to ensure the best possible outcomes for the students



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- Meet all deadlines within a timely manner
- Comply with Staff Code of Conduct
- Actively address accreditation requirements
- Attend Department and Staff meetings

### **Classroom Management**

- Apply effective behaviour management techniques which are based on recognised theories of behaviour
- Have knowledge of and advise students of the School's Code of Conduct
- Encourage students to meet School expectations
- Interact with students in a courteous, firm, consistent and fair manner at all times
- Take responsibility for recording, managing and follow-up inappropriate student behaviour
- Be punctual, manage time, lesson planning and assessment schedules efficiently
- Establish a learning environment where students feel safe to participate
- Demonstrate strategies to create a positive environment supporting student effort and learning
- Monitor student progress and liaise with the relevant Head of Junior School and/or Director of Teaching and Learning regarding student individual learning needs

### **Pastoral Care**

- Take responsibility for the pastoral needs, duty of care and standards of behaviour of all students inside and outside the classroom
- Report irresponsible or improper behaviour that is beyond normal classroom management techniques to your appropriate supervisor

### **Other**

- The undertaking of extra-curricular activities is expected
- Supervise additional classes as required
- Comply with the accepted dress code of the School as outlined in the Staff Handbook



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- Exhibit personal behaviour reflective of the ethos and Christian foundations of the School
- Follow Workplace, Health and Safety procedures
- Perform other reasonable duties as directed by the Headmaster

### **KEY SELECTION CRITERIA:**

#### **Qualifications**

A degree in the relevant subject area, educational qualifications and current NESA registration

#### **Essential**

- A commitment to life-long learning and a passion for teaching
- A sense of innovation and creativity
- An enjoyment of working with young people
- A proven understanding of recent teaching methodology, including differentiation of the curriculum
- Strong interpersonal skills
- A willingness to be a member of a team and work collegially with other staff members
- A strong desire to be involved in the education of the whole child, socially, emotionally, spiritually and academically
- Excellent organisational skills
- Willing support for the Christian ethos of the School
- Proof of qualifications and disclosure on any matter that may affect your employment in this position will also be required before commencement

#### **Desirable**

An active commitment to the Christian faith.