



Teacher

Reports to:	Deputy Principal
Collaborate with:	Learning Leaders Learning Area Teams Student Engagement Teams Professional Learning Communities

Thomas Carr College is a dynamic Catholic learning community guided by our Gospel values. Our Catholic faith has a vital role to fulfil in the education of our students; it is at the very core of our purpose and identity. Each Thomas Carr College staff member bears witness to these values in their interactions with staff, students, families and the community.

This role description is written in light of the Mission and Vision Statements of the College. Our community is characterised by a strong set of values that underpin the way we live. We enact those values by respecting and honouring our collective heritage while looking with imagination to the future. All dimensions of life at the College, including the work of the Student Life Leader, are aimed at supporting the growing, learning person: the young people whom the College serves.

All leaders at the College accept responsibility for working with staff teams, through collaborative leadership for growth, in the development of a positive school climate supporting high expectations and high levels of success for all students.

COMMITMENT TO FAITH

All positions at Thomas Carr College are based on the Christian model of servant leadership exemplified by Jesus Christ and given witness to by our founder Archbishop Thomas Carr. It is expected of all employed at Thomas Carr College that they:

- Accept and model the Catholic educational philosophy of the school.
- Develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work by their teaching and other work and by personal example, striving to help students to understand, accept and appreciate Catholic teaching and values.
- Comply with the accreditation policy of the VCEA to teach in a Catholic school.



THOMAS CARR IS A CHILD SAFE SCHOOL

Thomas Carr College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our young people and their fundamental right to be respected and nurtured in a safe school environment. This commitment includes regular and appropriate learning opportunities in relation to child safety and young people's protection and wellbeing.

We also commit to listening to, and taking seriously, all concerns voiced by students, staff, parents and caregivers, volunteers, contractors and clergy. We commit to continuously reviewing and improving our systems to protect children from abuse.

Our commitment is drawn from and inherent in the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the Gospel.

OVERVIEW

The Teacher, as a key member of the College community, works in partnership with the Principal and College Leadership Team to support the realisation of the College's Vision and Mission.

In this role, the Teacher contributes to a culture of high expectations, professional collaboration and continuous improvement. The Teacher is accountable for the effective implementation of College policies and is committed to fostering an inclusive and dynamic learning environment where every student is empowered to achieve their full potential. Central to the role is the responsibility to plan, collaborate and evaluate learning and teaching practices that promote academic growth, student engagement, wellbeing and the values of Catholic education.

KEY RESPONSIBILITIES

Learning and Teaching

- Deliver high-quality, purposeful learning experiences that reflect the College's Instructional Framework and priorities from MACS Vision for Instruction and Vision for Engagement.
- Collaboratively plan and adapt lessons using approved curriculum documents and input from Learning Leaders and members of Learning Area Teams.



- Select and integrate a diverse range of learning resources, technologies and strategies to support student engagement and achievement.
- Differentiate teaching to respond to the strengths, needs and interests of all learners, ensuring equity and access for every student.
- Create and maintain a safe, inclusive and motivating learning environment that promotes student agency and active participation.
- Establish and reinforce high expectations for respectful behaviour, underpinned by restorative and relationship-focused practices.
- Implement College-wide Consistent Predictable Routines in the classroom that support a positive climate for learning.
- Apply appropriate and proportionate consequences for behaviour that aligns with College expectations.
- Uphold the College's expectations in all elements of classroom practice.
- Maintain regular communication with Pastoral and Learner Mentors and Wellbeing/Learning leaders to support the academic progress, wellbeing and pastoral care of students.

Assessment and Reporting

- Design and implement a range of assessment tools and strategies that reflect the College's Instructional Framework.
- Use assessment to monitor student progress, identify learning needs and evaluate the effectiveness of instructional practice.
- Provide timely, constructive and actionable feedback to students.
- Engage parents, carers and students in regular, respectful communication about academic progress and growth.
- Design and implement a range of assessment strategies to monitor student learning, provide timely and constructive feedback, contribute to continuous reporting and communicate student progress effectively to parents, carers and colleagues.

Prepare and submit assessment feedback and progress/semester reports in accordance with College requirements and timelines.

- Participate in the design and refinement of assessment tasks and work requirements in collaboration with Learning Leaders.
- Maintain accurate records of student attendance, assessment data and participation.
- Attend Parent/Teacher/Student conferences, Parent Information Evenings and other relevant events to support student learning and engagement.



Curriculum Development and Professional Learning

- Actively participate in Professional Learning Communities and Student Engagement Teams to enhance collaborative practice and strengthen learning, wellbeing and engagement outcomes for all students.
- Collaborate with colleagues within the Learning Area Team to develop, review and implement a coherent and responsive subject-based curriculum sequence.
- Engage in professional learning as directed by the College, with a focus on improving student outcomes and deepening understanding of Catholic identity and curriculum practice.
- Demonstrate awareness of contemporary curriculum developments and pedagogical approaches relevant to the learning area.
- Support the planning and delivery of programs and events that enrich and promote curriculum learning.
- Contribute to Learning Area operations, including budgeting and resource planning, in collaboration with the Learning Leader.
- Maintain accurate records of planning and preparation that support transparency, consistency and continuous improvement.
- Ensure the responsible use and care of College resources and equipment.

Professional Expectations

- Embrace and actively promote the College's Catholic ethos by fostering inclusive relationships and participating in faith-based activities such as liturgies and social justice initiatives.
- Actively participate in College and Learning Area Team meetings, contributing to planning, reflection and the development of policies and shared practices.
- Collaborate respectfully and purposefully with colleagues to enhance learning and teaching through shared expertise, professional dialogue, support and challenge.
- Build and maintain positive, professional relationships with students, staff, families and the wider College community.
- Engage with parents and care givers as partners in supporting student learning, wellbeing and growth.
- Meet professional responsibilities by being punctual, reliable and responsive in all aspects of the role.
- Maintain high standards of personal presentation in line with the College's Staff Dress Policy.
- Complete administrative and organisational tasks accurately and in a timely manner, as required by the College.



Student Wellbeing

- Provide students with a child-safe environment in which the inherent dignity of children and young people is respected and nurtured.
- Be familiar and comply with the College's Commitment to Child Safety, Child Safe Policy, Safeguarding Children and Young People – Code of Conduct and any other policies or procedures relating to child safety.
- Proactively monitor and support student wellbeing and comply with the College's Student Wellbeing policies, processes and procedures.
- Exercise pastoral care in a manner which reflects College values.
- Implement strategies which promote a healthy and positive learning environment.
- Liaise with parents regarding student progress and other matters as appropriate in conjunction with the Pastoral and Learner Mentor.
- Attend all College assemblies and liturgical celebrations.
- Attend College organised activities relevant to House or Year level as required.

Child Safety

- Be responsible for applying the College's Child Safety Policy and procedures including being compliant with the Child Safety Code of Conduct.
- Be proactive in reporting any concerns or identified risk and always monitor and support student wellbeing in a manner which reflects school values.

College-wide Responsibilities

- Demonstrate consistent awareness of, and compliance with, all College Occupational Health and Safety policies and procedures to ensure a safe and supportive workplace.
- Undertake other duties as reasonably required by the Principal, contributing flexibly to the life and operation of the College.
- Actively support and participate in the implementation of all College policies and initiatives.
- Model exemplary behaviour and attitudes, serving as a positive role model for all students.
- Commit to achieving Accreditation to Teach in a Catholic School within the designated timeframe.
- For those teaching Religious Education, commit to achieving Accreditation to Teach Religious Education in a Catholic School within the designated timeframe.

Through mutual agreement some variation in the specified responsibilities may take place during the term of appointment as a part of a normal process of ongoing evaluation of the College's operations.



All employees at Thomas Carr College are to follow College policies and procedures, including the Occupational Health and Safety Act 2004, the Equal Opportunity Act and VCEA Commitment Statement to Child Safety.

ATTRIBUTES

1. An understanding and acceptance of the Mission and Vision of the College and an ability to articulate and promote these.
2. An ability to demonstrate effective teaching practises and knowledge of relevant subject area, including relevant qualifications.
3. The ability to work in a collaborative environment and skilled at developing positive relationships with staff, students and parents.
4. Excellent communication, administrative and organisational skills.
5. A commitment to professional learning and growth as a teacher.

QUALIFICATIONS

- Appropriate tertiary qualifications
- VIT Registration
- VCEA Accreditation to Teach in a Catholic School (or working towards)

Thomas Carr College is an equal opportunity employer that promotes the safety, wellbeing and inclusion of all children.