



St Mary MacKillop College
CHOOSE LIFE WITH COURAGE

Early Learning Teacher (Kindergarten)

Location	St Mary MacKillop College
Accountability	Principal
Reporting to	The Head of Primary
Tenure	0.6 FTE Ongoing
Salary	As per the WA Catholic School Teachers Enterprise Agreement 2023

PURPOSE OF THE POSITION

A St Mary MacKillop College teacher encourages each student to discover and develop their interests and talents in order to become the best they can be. Providing innovative and best practice teaching, students will grow and develop lifelong learning attributes. The role of a St Mary MacKillop College teacher is to plan, organise and deliver educational programs, modelled within the Catholic Ethos, in a positive learning environment.

KEY RESPONSIBILITIES

Knowledge, Experience and Skills

- Passionate about Early Learning: demonstrates knowledge of and interest in best practice pedagogy to foster the attributes of the St Mary MacKillop College learner.
- Possess a sound knowledge of the Early Learning Framework, National Quality Standards and the Western Australian Curriculum.
- Plan and prepare well: demonstrates ability to implement well-structured learning and teaching programs, using a range of resources. Demonstrates ability to develop knowledge, skills, problem solving, critical and creative thinking in students.
- Builds rapport: demonstrates the ability to work collaboratively to build rapport with students, parents and all College employees to develop respectful, inclusive and positive working relationships.
- Expect high standards: demonstrates the ability to grow a culture where students can be the best they can be.
- Demonstrate proficiency in integrating digital technologies to enrich teaching and learning experiences

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Early Learning Teacher (Kindergarten) continued

Knowledge, Experience and Skills continued

- Engage each student: demonstrate ability to design and implement and structure teaching programs using best practice and collegial advice that is responsive to the learning strengths and needs of the student.
- Effective feedback: demonstrates the ability to respectfully assess and provide feedback to students, parents and the College on the achievement of students' learning goals, using a variety of mediums.
- Demonstrates time management skills, to be highly organised and adaptable to changing priorities.
- Behaviour management: demonstrates the ability to build student relationships through setting clear expectations. Ensures the wellbeing and safety of all students by adhering to the College's Behaviour Management Policy.
- Demonstrates ability and willingness to uphold College values of Faith, Inclusion, Respect, Service and Truth.
- Demonstrates strong understanding of Catholic Ethos and models this in all decision making

Teaching

Your responsibilities as a teacher include:

- Developing a positive, trusting and respectful relationship with each student in the class.
- Monitoring student behaviour skilfully, so that other students' rights are respected.
- Communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs
- Maintain accurate and complete records of students' progress and development
- Update all necessary records accurately and completely as required by law, district policies and school regulations.
- Following the College Behaviour Management Policy.
- Supporting College policy on matters pertaining to students, employees and procedures.
- Teaching Religious Education to the class - appropriate qualification's needed.

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Work, Health and Safety

Your responsibilities as an employee include:

- Having a duty of care to ensure the safety, health and welfare of all staff, students, their parents, community members and other persons who are legally present on school premises, School premises include places away from a school campus such as a campsite or where school excursions may take place from time to time.
- Ensure understanding and compliance of the College OHS policy
- Create a culture of safety that precipitates the development, maintenance and promotion of a healthy working environment
- Complying with, as far as practicable, all instructions given to you to ensure your own safety and health.
- Prompt reporting of any hazards or incidents/accidents to your leader including damaged College property.

Code of Conduct

You are responsible for ensuring you act within the framework of the College's Code of Conduct.