



Handwork/Craft Specialist Teacher 2020

Classes 1-5

Application Package

Thank you for your interest in applying for the Handwork/Craft Specialist Teacher Position at *Samford Valley Steiner School*. The position is a one-year fixed term part-time contract over 4 days at 0.7FTE, commencing at the beginning of January 2020 and ending 31 December 2020.

The package for the above position is enclosed. It is composed of:

Information for Applicants

1. Role Description
2. Selection Criteria

Should any of the above documents be missing from your package, please contact the office on 07 3430 9600.

Please read these documents carefully before seeking further information.

Yours sincerely,

Tracey Taylor
School Director

INFORMATION FOR APPLICANTS

The aim of this *Application Package* is to help you understand the selection process so that you can present your best case for appointment.

The basis for selection is the relative merit of each applicant in relation to the selection criteria identified in the *Role Description* and the *Selection Criteria*.

Role Description

The *Role Description* should be read carefully. It provides information regarding the following:

1. Position title
2. Area
3. Location
4. Role Relationships
5. Role Context
6. Role Purpose
7. Key Accountabilities

Remuneration

Above the State Award and dependent upon experience and qualifications

Hours of Duty

This is a fixed term, part-time position 0.7 FTE over 4 days, teaching classes 1 to 5. We have double streamed classes in Classes 1, 2 and 3.

Probation

There is a 6-month probationary period.

How to Apply

Your application should include:

1. A brief summary of your career, outlining relevant positions you have held and major responsibilities.
2. Statements, which concisely but fully describe how you consider yourself suitable against each of the selection criteria.
3. The names, positions and telephone contact numbers for at least two referees who can comment on your suitability for the position.

Your application should be emailed to svssdirector@samfordsteiner.qld.edu.au and marked *Confidential – Handwork/Craft Specialist Teacher 2020*.

Closing Date

Applications close on Monday 25th November 2019

Selection Process

All applications received will be acknowledged. If you do not receive confirmation of your application, please contact the office on 07 3430 9600.

Short listed applicants will be contacted by phone and will be required to attend a face-to-face interview. All applicants will be informed by Monday 2nd December whether they have been short-listed or not.

Contacts for Further Information

If you require further information after reading this information package, please ring the office on 07 3430 9600 and arrangements will be made for the Primary School Education Administrator to contact you.

Selection Criteria

1. An understanding of the principles of Rudolf Steiner Education, including an understanding of child development as described by Rudolf Steiner
2. A demonstrated love for children and teaching and excellent classroom management strategies
3. A commitment to professional learning and inner development through anthroposophical studies and artistic activities
4. Handwork and Craft teaching experience in a Steiner Primary School and understanding of the Australian Steiner Curriculum Framework: Design Technology
5. Exemplary skills in a wide range of handwork and craft disciplines
6. An ability to work collegially and a willingness to actively participate in and contribute to the cultural and festival life of the school
7. Excellent communication, organizational and interpersonal skills

Role Description

POSITION DETAILS	Position Title	Craft Specialist Teacher, Samford Valley Steiner School
	Area	Whole School
	Position Reports to	Education Administrator
	Role Location	Brisbane (Samford)
	Key Role Relationships	Director Education Administrators College of Teachers (CoT) Whole School Faculty Students

"Receive the child with reverence, educate them with love, send them forth in freedom"

R. Steiner

ROLE CONTEXT	<p>The Samford Valley Steiner School (SVSS) has experienced considerable growth since its inception in 1987, most notably over the past four years. This growth has included a High School operating since 2006, significant capital works, an increase in both students and staff and, importantly, a change of focus from pre- and primary education to 'whole school'.</p> <p>The School has recently undergone a restructure and a re-focusing of some key roles, requiring a more conscious focus on Anthroposophy as a core element of the School's functioning. Central to this is the redefined role of the College of Teachers (CoT), which develops the pedagogical direction and vision from a deep understanding of Steiner's indications and child development perspective. Working collaboratively with the Education Administrators, whose role is to lead and empower staff in the provision and delivery of a consistent Steiner curriculum, the Craft Specialist Teacher creatively translates this vision and direction into observable and practical actions in a way which engages and develops students.</p>
ROLE PURPOSE	<p>Working with the pedagogical vision developed by the CoT and within the guidelines of the National Curriculum, the Craft Specialist Teacher works creatively to plan, implement and monitor a quality educational program for all children, grounded solidly in the philosophy and principles of Steiner Education.</p> <p>The Craft Specialist Teacher works collaboratively with his/her peers across the School, developing and enhancing a consistent curriculum which is delivered with creative freedom, approaching subjects through the realm of art, music, imagination and the oral tradition and seeking to find fresh connections with his/her subject matter. The Craft Specialist Teacher works with a conscious awareness of the needs of the children and the role of parents and guardians in their child's education. The Craft Specialist Teacher has a strong commitment to and understanding of duty of care, participate actively in the life of the School community, and is committed to ongoing individual and collaborative professional development.</p>

KEY ACCOUNTABILITIES	<p>Duty of Care Ensure the good physical and mental health and safety of children at the School through maintaining a thorough understanding of School policies and procedures (including the Well Being Policy), as well as knowledge of and compliance with emergency and accident procedures, undertaking all actions necessary and holding a conscious awareness of real and potential safety concerns.</p> <p>Safety and Compliance Safety is a priority for all SVSS staff. All staff employed in any capacity by SVSS are expected to understand and effectively apply safety policies and practices as relevant to their role.</p> <p>Teaching and Learning Develop and provide a well-prepared, age-related and imaginatively presented teaching and learning program for all students in the class, consistent with the School's curriculum and working collaboratively with other teachers and support personnel, in order to encourage and support the holistic development of all students. Develop and maintain a high standard of aesthetic presentation and a sensitive social atmosphere within the classroom and the School which supports positive behaviour and the inclusivity of all students. Organise craft resources and orders and manages craft budget, keeping all craft resources in an organised and tidy manner. Plan and apply behaviour management strategies, including prompt and supportive responses to inappropriate behaviour, which contribute to the establishment and maintenance of a supportive learning environment consistent with School policies. Document, assess and report on student progress (academic, social, emotional and physical) so that the teaching and learning program can remain relevant through timely and applicable adjustments and so that appropriate and comprehensive feedback can be provided to parents and guardians in line with the School's reporting policies. Proactively contribute to the nurturing and supportive environment of the whole School through willing participation in regular school responsibilities (eg playground duty, relief teaching), actively engaging in school related activities (eg. story at Assembly), contributing to other classes according to personal skills and interests, and getting to know children and parents from other classes.</p> <p>Management, Administration and Community Participation Actively participate in all administrative requirements of the role, including managing individual budgets and resources, assisting in the effective placement of children in the School and establishing a working knowledge of relevant School policies and procedures, so that day to day operations in the class run smoothly and effectively. Utilise a range of regular and effective communication and consultative strategies, including parent-teacher interviews and information nights, to ensure that Teacher Aides, parents and volunteers understand the philosophy and principles of Steiner education, implications for program implementation within the class and how they can best support children within the school environment and in family life. Strengthen the collegiate and supportive nature of the School by working collaboratively with staff on School-wide issues, including contributing to the development, implementation and evaluation of School plans, policies and procedures. Enhance and strengthen the community life of the School by actively preparing for and participating in Festivals, Open Days, forums and other School events.</p> <p>Professional Conduct and Development Proactively seek and participate in continuing professional development activities, including peer and mentor support and coaching, Faculty of Teachers meetings and all School-based in-service activities, in order to establish and maintain a high level of professional knowledge and expertise. Strengthen parent and community confidence in the School by working within professional guidelines and responsibilities at all times, with due consideration and awareness of issues of sensitivity and confidentiality,</p>
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	maintaining good rapport with parents and guardians, and with appropriate duty of care toward fellow colleagues.
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This role is for 2020 at 0.7 FTE over 4 days per week.		
Approval:	Craft Specialist Teacher:	Education Administrator (HS):
	Name: _____	Name: _____
	Signature: _____	Signature: _____
	Date: _____	Date: _____
Received By HR/ Admin:	Signature: _____ Date: _____	