

Full-time English Teacher

Thank you for your interest in applying for the role of Full Time English Teacher at *Samford Valley Steiner School*. This is a 1.0 teaching position commencing in January 2020.

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

1. Information for Applicants
2. Role Description
3. 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,

Delaney Crawley
High School Education Administrator

INFORMATION FOR APPLICANTS

Thank you for your interest in the advertised position. The aim of this *Information for Applicants 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

Based upon qualifications and experience

Hours of Duty

This is a 1.0 permanent teaching position.

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 two referees who can comment on your suitability for the position.

Your application should be emailed to rcaynes@samfordsteiner.qld.edu.au and marked *Confidential – HS English Teacher*

Closing Date

Applications close at 4.00pm Friday 29th of 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 email or phone and will be required to attend a face-to-face interview. All applicants will be informed by Tuesday 3rd 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 Delaney Crawley, High School Education Administrator, to contact you.

If she is not immediately available when you call, please leave your business hours and after hours contact numbers and he will return your call at the first opportunity.

SELECTION CRITERIA

Position title: High School English Teacher

Desirable Qualifications and Legal Requirements

1. Bachelor of Education or equivalent.
2. Current Queensland Teacher Registration, or ability to obtain Qld Reg
3. Specialist qualification in High School English Teaching

Selection Criteria

1. An understanding of the principles of Steiner Education, including an understanding of child development as described by Rudolf Steiner and a demonstrated passion for teaching in the adolescent age group
2. Strong English and Literacy discipline knowledge appropriate for high school curriculum from 8 to 11, and an understanding of the appropriate ways to engage and work with adolescents in this area.
3. A commitment to professional learning and inner development
4. Demonstrated knowledge and understanding of QCT professional standards including the ability to implement and contribute to the design of curriculum programs consistent with their intent
5. An understanding of how students learn and effective classroom teaching strategies and the capacity to work with colleagues to continually improve teaching and learning.
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 organisational, communication and interpersonal skills

ROLE DESCRIPTION

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| POSITION DETAILS | Position Title | English Teacher |
| | Area | High School |
| | Position Reports to | High School Education Administrator |
| | Role Location | Brisbane (Samford) |
| | Key Role Relationships | Education Administrators Director College of Teachers (CoT) Staff, Students, Parents |

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

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| ROLE CONTEXT | <p>Samford Valley Steiner School (SVSS) was established in 1987 and has experienced considerable growth over the past few years, with a High School operating since 2006. The School operates from a well-established and strong base in Anthroposophy that permeates all aspects of the school.</p> <p>The High School enrolments are increasing gradually, and we have identified a need for a teacher who will work to deliver the English Steiner Curriculum from classes 8 to 12; focussing particularly on the senior years. This teacher will work in a creative, thoughtful and positive way to complement and deepen the other areas of learning within the school.</p> |
| ROLE PURPOSE | <p>Each of our students in the High School class from 8 to 12 studies English. The curriculum is designed to complement and integrate with the other curriculum areas.</p> <p>The High School 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 Teacher is accountable for all areas of teaching and pastoral care working with conscious awareness of the needs of the students and the role of parents and guardians in their child's education. High School Teachers have a strong commitment to and understanding of duty of care, participate actively in the life of the School community, and are committed to ongoing individual and collaborative professional development.</p> |
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| KEY ACCOUNTABILITIES | <p>Duty of Care Ensure the good physical and mental health and safety of students at the School through maintaining a thorough understanding of School policies and procedures, 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>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 specialist teachers and support personnel, in order to encourage and support the holistic development of all students.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Proactively contribute to the nurturing and supportive environment of the whole School through willing participation in regular school responsibilities such as playground duty and relief teaching, actively engaging in school related activities, contributing according to personal skills and interests, and getting to know students and parents.</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 students 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.</p> <p>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.</p> <p>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.</p> <p>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, maintaining good rapport with parents and guardians, and with appropriate duty of care toward fellow colleagues.</p> |
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| APPROVAL: | Education Administrator Name: Signature: Date: | Teacher: Name: Signature: Date: | |
| | Received by HR/Admin: | Signature: | Date: |