

# Full-Time Relief Teachers

## McCarthy Catholic College Tamworth

### Position Description

McCarthy Catholic College is seeking 12 month full-time Relief Teachers to cover staff daily absences and (where appropriate, given qualifications and experience) extended absences for teachers on approved leave. An ability to teach a number of subjects is essential with an ability to teach across Key Learning Areas highly regarded. The successful applicants will be able to articulate a contemporary, student-centred perspective on pedagogy and be able to show evidence of strong classroom practice in a variety of settings and an ability to provide meaningful learning in a variety of settings.

**[Click here to apply.](#) Applications close 26 November 2021**

<b>Position level</b>	NSW and ACT Catholic Systemic Schools EA 2020 NSW Teacher - Salaries (Standards)
<b>Base salary range (Full-time)</b>	\$65,165 - \$114,720 per year (based on skills, experience & NESA accreditation)
<b>Reports to</b>	Principal
<b>Location</b>	McCarthy Catholic College Tamworth
<b>Employment type</b>	Full-time
<b>Employment status</b>	Temporary

## **About McCarthy Catholic College**

McCarthy Catholic College is a co-educational high school, from years 7 to 12 educating over 800 students. The College was formed in 2000 with the amalgamation of Our Lady of the Rosary College and McCarthy Catholic Senior High School and continues the traditions in Catholic education of the Dominican Sisters and Christian Brothers. McCarthy is a systemic College in the Diocese of Armidale with a vision to promote Christian discipleship, life-long learning and service to others.

The College is located in Tamworth, a regional city of over 62,000 people. Tamworth provides the best of both worlds - the ease of a country lifestyle and the convenience of city facilities. With a state of the art Australian Equine and Livestock Events Centre, regional conservatorium of music, entertainment and conference centre, sporting complex and the largest country music festival in the southern hemisphere just to name a few, it is easy to see why Tamworth was named the “perfect country town” by an Australian Traveller magazine.

For further information on the school, please visit <https://mccarthy.nsw.edu.au/>.

## **Commencement**

The commencement date for this position will be 27 January 2022 or as negotiated with the successful candidate and will conclude on 20 December 2022.

## **Position Purpose**

The Catholic School is more than an educational institution. It is a key part of the Catholic Church - an essential element in the Church's mission. The Teacher assists the Principal, to demonstrate strong support for the vision and ministry of the Catholic school.

Teachers are supported in their role to be able to provide quality teaching in a stimulating and challenging environment where everyone is valued. This position is responsible for all aspects of the planning, preparation and delivery of effective learning and teaching programs.

## Key Responsibilities

Duties related to the position include but are not limited to the following:

Key area	Task
<b>Classroom teaching</b>	<p>All teachers employed in the Diocese of Armidale:</p> <ul style="list-style-type: none"> <li>● Collaborate with colleagues in Professional Learning Teams as part of a Catholic Professional Learning Community.</li> <li>● Create a safe learning environment which stimulates learning, promotes excellence, and accepts and acknowledges the needs of students to be both challenged and supported.</li> <li>● Plan, prepare, record, evaluate and report on work to be undertaken by classes.</li> <li>● Use contemporary pedagogy and high-yield strategies to meet students' individual needs.</li> <li>● Identify learner needs, conferring with specialist staff in the school as required.</li> <li>● Communicate in a clear, respectful and professional way in order to optimise each student's development.</li> <li>● Attend all lessons and be punctual to class.</li> <li>● Maintain professional confidentiality with regard to students and their families.</li> <li>● Be proficient in the use of ICTs as a teaching and administrative tool.</li> </ul>
<b>Record keeping and reporting</b>	<ul style="list-style-type: none"> <li>● In a timely manner, assess and provide effective feedback on students' work and keep complete and accurate records of each student's progress.</li> <li>● Communicate with parents in written reports and parent teacher interviews, and at other times as required.</li> <li>● Carry out administrative tasks thoroughly and punctually.</li> </ul>
<b>Other duties</b>	<ul style="list-style-type: none"> <li>● Communicate with, and establish effective and cooperative working relationships with teaching and non-teaching colleagues.</li> <li>● Help to enable the best use of shared resources.</li> <li>● Undertake playground, class and other supervisions according to rosters as required.</li> <li>● Work with colleagues to review and develop the curriculum and write course documents.</li> <li>● Attend and actively participate in staff and faculty professional development meetings, as required.</li> </ul>
<b>Professional development</b>	<ul style="list-style-type: none"> <li>● Undertake regular professional development in order to meet professional growth as indicated in the AITSL Standards for teachers, and the requirements of NESAs.</li> <li>● Keep abreast of knowledge and curriculum development in teaching areas as well as current developments in educational research.</li> </ul>

	<ul style="list-style-type: none"> <li>● Contribute to the professional development of other staff members by proactively sharing knowledge, ideas and resources</li> <li>● Actively participate in coaching to further develop self-nominated skills and abilities.</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>● Attend to any other matters appropriate for the position and consistent with the skills of the incumbent</li> <li>● Ensure all administrative tasks associated with the position are completed efficiently and effectively.</li> </ul>

McCarthy Catholic College reserves the right to alter roles, responsibilities and requirements as required.

## **Selection criteria**

### **General expectations of staff at McCarthy Catholic College**

- Respect of and a commitment to the Catholic ethos and a willingness to foster it.
- Serve the employer faithfully, honestly, efficiently and diligently and exercise all due care and skill in the performance of your duties.
- Act as a team member, developing and supporting the philosophy and ethos of the team.
- Willingness to undertake professional development.
- Maintain strict observance of school policies, rules and procedures including the reporting of improper or unethical conduct.
- Observe and comply with all WHS protocols.
- Ensure all colleagues, students and parents are provided with quality service in a timely, efficient and friendly manner.
- The ability to maintain strict confidentiality and to exercise discretion and sound judgement.
- Act in a professional and respectful manner at all times.
- Comply with the [Framework for the Accreditation of Staff in Catholic Schools](#).
- Employment with McCarthy Catholic College is conditional upon successful applicants having or obtaining a valid and current NSW Working with Children Check Clearance.

## Essential criteria

- Appropriate teaching qualifications and current NESAs registration.
- Demonstrated knowledge of content and pedagogy.
- Demonstrated skills in information and communication technologies.
- Demonstrated teaching skills, including working collaboratively with colleagues to create innovative experiences for all learners and a demonstrated capacity to team teach.
- Excellent interpersonal and communication skills including the capacity to develop productive and caring relationships with students, parents and staff where the focus is on the learning and well-being of the student.

## Application

For questions regarding the professional nature of this position, please contact Christine Gall, Senior Office Manager on (02) 6761 0879.

Before submitting your application, please ensure the following:

- You have carefully read the position description and ensure you understand the role you are applying for and that it is suited to your skills, experience and qualifications.
- **Complete the relevant online application form** by [clicking here](#) and attach a cover letter (optional) and CV that clearly outlines your qualifications and career history.

*Preferred applicants must have the right to work in Australia and will be subject to employment screening.*