

Leader of Pedagogy

St Mary's College Gunnedah

Position Description

[Click here to apply.](#) **Applications close 30 May 2022**

Position level	NSW and ACT Catholic Systemic Schools EA 2020 NSW Teacher - Salaries (Standards)
Base salary range (Full-time)	\$66,494 - \$117,060 per year (based on skills, experience & NESA accreditation)
Coordinator Allowance	\$17,098 gross per annum for a full-time position
Reports to	Principal
Location	St Mary's College Gunnedah
Employment type	Full-time
Employment status	Temporary (Maternity cover)

About St Mary's College Gunnedah

St Mary's College Gunnedah is a Catholic co-educational secondary school serving the Gunnedah region in North-West NSW. With a population of around 460 students, St Mary's provides a holistic Catholic education in a caring and stimulating environment following the tradition of the Sisters of Mercy who founded the College in 1879.

St Mary's College Gunnedah has always had a strong academic focus with many students progressing to university studies. An active Vocational Educational and Training program has also provided students with a successful pathway into apprenticeships and traineeships.

Cultural pursuits have always been a part of St Mary's College and the band and choir prove very popular with students and parents. A comprehensive sporting program provides students with an opportunity to excel, representing the College at the NSW Combined Catholic Colleges (CCC) and State levels.

St Mary's College is located in Gunnedah, situated in the heart of the Namoi Valley on the Oxley Highway and is approximately 450 kilometres from Sydney, 310 Kilometres from Newcastle and 655

kilometres from Brisbane. Gunnedah has a growing population with approximately 12,700 people residing in the Shire, which includes 5 outlying villages. There are currently 10,000 residents living within the Township. Gunnedah Shire covers an area of 5,092 square Kilometres including Gunnedah as the hub of the Shire. Outlying villages include Curlewis and Breeza to the southeast, Carroll to the east and Tambar Springs and Mullaley to the southwest.

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

Commencement

The commencement date for this position will be 18 July 2022 or as negotiated with the successful applicant and will conclude 30 June 2023.

Position Purpose

The Leader of Pedagogy supports the principal in the instructional leadership of the school and is a member of the leadership team. The Leader of Pedagogy supports system improvement goals and specific site-based improvement goals reflected in school Annual Improvement Plans. It is essential that the person in this role has the capacity to model quality learning and teaching, a desire to undertake deep research and professional reading and an ability to translate theory into action in order to increase teacher capacity and lift student faith and learning outcomes.

Key Responsibilities

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

Key area	Task
Catholic Identity and Religious Leadership	<ul style="list-style-type: none"> ● Give personal witness to the teachings of the Gospel and to Catholic values in personal interactions and in carrying out the day-to-day duties of the position. ● Give leadership to the Catholic identity, life and culture of the school within the evangelising Mission of the Church. ● Encourage the development of effective relationships between the school and parish through communication and support for their shared ministry. ● Give leadership to the integration of Catholic Values across the Curriculum. ● Support and promote the initiatives and work of the Religious Education Coordinator in liturgy and curriculum.

	<ul style="list-style-type: none"> ● Take a leadership role in creating an environment that is welcoming, hospitable, life-giving and just.
Instructional and Curriculum Leadership	<p>In collaboration with the Principal and the School Leadership Team;</p> <ul style="list-style-type: none"> ● Promote and oversee teaching and learning practices to ensure that they support the Religious and education goals and values of the school. ● Take a leadership role in the development of effective school-wide pedagogy, strategies and interventions that enhance student achievement. ● Support the Leader of Academic Care (Learning and Curriculum) to ensure effective curriculum planning, implementation and evaluation. ● Promote the use of sound assessment processes and the analysis and skilled use of data to inform learning and support planning and teaching as practice. ● Model and give leadership to effective teaching practice and classroom management strategies. ● Work with a Professional Learning Team of teachers in analysing student data, planning and sharing teaching practice and implementing effective intervention and enrichment programs for students. ● Support and assist teachers with positive classroom management strategies. ● Participate in appropriate communication with, and involvement of, parents in the education of their children.
Enabling Leadership	<p>In collaboration with the Principal and the School Leadership Team;</p> <ul style="list-style-type: none"> ● Give leadership to the development of a culture and practice of continual improvement and the implementation and evaluation of the school's improvement processes. ● Take a key leadership role in the development, implementation and evaluation of the Annual Development Plan and the development of the Annual Report. ● Establish and maintain effective lines of communication and follow-up processes to support the information needs of the Principal, Leadership Team, colleagues, and the school community. ● Assist with induction and ongoing support of staff. ● Initiate processes and strategies that support teacher professionalism and team building and enhance staff morale. ● Take a leadership role in the development, implementation and evaluation of the Student Support Framework "Living Well, Learning Well" which includes a wellbeing, behaviour and academic support framework for students and schools. ● Promote and support consultation, dialogue and partnership with parents at all levels.

	<ul style="list-style-type: none"> ● Facilitate the effective management of conflict situations and response to complaints and ensure procedural fairness in resolving complex issues.
General	<ul style="list-style-type: none"> ● Attend to any other matters appropriate for the position and consistent with the skills of the incumbent.

St Mary's College Gunnedah reserves the right to alter roles and responsibilities requirements as required.

General expectations of staff at St Mary's College Gunnedah

- 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 St Mary's College Gunnedah is conditional upon successful applicants having or obtaining a valid and current NSW Working with Children Check Clearance.

Essential criteria

- Demonstrated deep knowledge of contemporary pedagogical practices and 7-12 curriculum, with a demonstrated ability to implement these practices to a very high standard in contemporary classrooms.
- Demonstrated highly effective leadership, collaboration, communication, organisation and time management skills.
- Demonstrated capacity to build, develop and maintain effective teams and develop cooperative and constructive working relationships that promote quality teaching and learning practices
- Ability to successfully initiate, plan, implement, review and renew programs in response to new educational needs and priorities.
- Demonstrated capacity to evaluate and critically reflect upon professional practice and to assist and support colleagues to develop their own skills through involvement in professional

- development.
- Success in implementing effective improvements in a school setting.

Desirable criteria

- Evidence of relevant recent professional learning related to Religious Education, Leadership and Pedagogy.

Application

For questions regarding the professional nature of this position, please contact St Mary's College on (02) 6742 2124.

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.

Vaccination Requirements

All NSW school staff are required to have received two doses of an approved COVID-19 vaccine or have a valid contraindication medical certificate in accordance with the [Public Health \(COVID-19 Vaccination of Education and Care Workers\) Order 2022](#). These requirements are essential to gain employment with the Catholic Schools Office Diocese of Armidale. Your vaccination status may be discussed as part of the recruitment and selection process.

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