

# Classroom Teacher

## St Joseph's Primary School Quirindi

### Position Description

[Click here to apply.](#) Applications close 20 March 2023

<b>Position level</b>	NSW and ACT Catholic Systemic Schools Enterprise Agreement 2020 NSW Teacher - Salaries (Standards)
<b>Base salary range (Full-time)</b>	\$68,356 - \$120,335 per year (based on skills, experience & NESA accreditation)
<b>Reports to</b>	Principal
<b>Location</b>	St Joseph's Primary School Quirindi
<b>Employment type</b>	Full-time
<b>Employment status</b>	Permanent

### About St Joseph's Primary School, Quirindi

Our vision at St Joseph's Quirindi, is to be an authentic & inclusive Catholic Professional Learning Community which fosters school, parish and community engagement.

We have a genuine focus on learning. We believe every student can achieve to a high standard given the right learning opportunities and support. Teachers plan lessons according to the needs of the students and keep accurate data on each student's learning growth. We encourage parents to be involved in their child's learning through regular formal and informal contact with teachers. Each year we have two 3 Way Student Learning Conferences; where the students lead the conversation on how they are going with their learning. Students, parents and teachers work collaboratively to set learning goals.

Catholic Education began in Quirindi in January 1885 with the arrival from Lochinvar of three St Joseph's Sisters to establish a school. Quirindi was then in the Gunnedah Parish in the Diocese of Maitland. In 1887 following the re-organisation of Diocesan boundaries, Quirindi was incorporated into the Armidale Diocese and the Sisters from Lochinvar were withdrawn and returned to Maitland.

In 1888, following a request to Mother Mary MacKillop from Bishop Torreggiani, a community of four sisters of the brown habit of St Joseph was established in Quirindi to run the school. These nuns came from Mount Street, North Sydney.

Quirindi is a medium-sized rural service centre which is surrounded by rich agricultural and pastoral properties where sorghum, corn, oats, chickpeas, cotton, canola, sunflowers, wheat and barley are grown. It is a quiet and peaceful town which prospers because the soils are good and the local farmers are efficient.

Quirindi is located on the NSW North West Slopes and is known as the Gateway to the North-west. Quirindi is located 345 km north of Sydney via the Newcastle Freeway and the New England Highway. It is 83km south of Gunnedah on the Kamilaroi Highway and 390 m above sea-level and at the southern edge of the Liverpool Plains.

There is no dispute that 'Quirindi' is a Kamilaroi word but no one is sure what it means. The current definitions vary so widely - variously they include 'dead tree on the mountain', 'place where fish spawn' and 'a nest in the hills' - that it is probably fair to say the meaning is unknown.

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

## Commencement

The commencement date for this position will be negotiated with the successful applicant.

## 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 across the school.

## Key Responsibilities

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

Key area	Task
Classroom teaching	All teachers employed in the Diocese of Armidale <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</li></ul>

	<p>challenged and supported.</p> <ul style="list-style-type: none"> <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. Keep abreast of knowledge and curriculum development in teaching areas as well as current developments in educational research.</li> <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 as directed by the principal.</li> </ul>

St Joseph's Primary School, Quirindi reserves the right to alter roles and responsibilities requirements as required.

## **General expectations of staff at St Joseph's Quirindi**

- 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.
- Ensure appropriate behaviours when engaging with children.
- 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.
- Employment with St Joseph's Primary School Quirindi is conditional upon successful applicants having or obtaining a valid current NSW Working with Children Check Clearance.

## **Selection criteria**

### **Essential criteria**

- Appropriate teaching qualifications and current NESA registration.
- Demonstrated knowledge of pedagogy associated with K-6 teaching in a contemporary, collaborative learning space.
- 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.
- Demonstrated high standard of competency and proficiency in classroom practice and student management.
- Meet the criteria and be willing to teach Religious Education in the Diocese of Armidale in accordance with [Framework for the Accreditation of Staff in Catholic Schools](#).

## **Application**

For questions regarding the professional nature of this position, please contact Pauline Long, Principal on (02) 6746 1033 or email [plong@arm.catholic.edu.au](mailto:plong@arm.catholic.edu.au)

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 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.*