

POSITION DESCRIPTION

Teacher

POSITION DETAILS	
Position title:	Teacher
Reports to (position title):	Area Principal/Head of Campus
Organisation:	SA/WA EREA Flexible Schools Limited
FTE:	Full-time, Fixed Term
Location:	FAME - Wardli
Approved:	April 2024

1.0 Vision

Founded in values espoused in the Gospel, Edmund Rice Education Australia (EREA) seeks to transform the hearts and minds of young Australians through education to build a more just and inclusive local and global community through presence, compassion, and liberation. According to *The Charter for Catholic Schools in the Edmund Rice Tradition*, EREA offers a *Liberating Education*, based on a *Gospel Spirituality*, within an *Inclusive Community* committed to *Justice and Solidarity*.

2.0 Context

EREA Flexible Schools Ltd is a company limited by guarantee established by the Member (EREA Ltd) to lead Flexible Schools and Special Schools in all states and territories except Victoria. EREA Flexible Schools Ltd is responsible for the strategic direction, financial management and legal obligations of each school.

EREA Flexible Schools Ltd currently educates over 2,000 young people in 21 Flexible Learning Schools (12 based in Queensland and 9 other schools across Australia) and two Special Education Services Schools in Sydney. Flexi schools serve young people who experience complex educational, social or psychological situations which demand unique responses. They enable young people to engage in education in a supported learning environment through a methodology based on trauma informed practice, to co-create a *Common Ground* using *Operation by Principles*, in which the principles of Honesty, Respect, Participation, Safe & Legal are embedded.

3.0 Position Purpose

The Teacher reports to the Area Principal/Head of Campus. They work collaboratively with all staff. They have delegated responsibility to develop and maintain learning and social inclusion responses of the campus. This includes but not limited to:

1. Planning, preparation and delivery of engaging learning and teaching programs for young people in the middle and secondary phase of secondary education, creating flexible, innovative curriculum to engage students.
2. Plan and effectively implement class and individual student learning programs that meet all legislative requirements with respect to young people with learning difficulties and disabilities i.e. Disability Discrimination Act, Disability Standards for Education, National Consistent Collection of Data, National Disability Insurance Scheme.
3. Build learning programs that reflect the diversity within the classroom and design learning experiences that cater for individuals with specific needs.
4. To ensure young people are provided with a learning program that maximises their outcomes (academically, behaviourally and/or socially) through the development of annual PPL's (Personal Plans for Learning – previously IEP) for each young person; and contribute to the ongoing evaluation of the PPL process.
5. Contributing to the development and implementation of the FLC's objectives and planning.
6. Contributing to the establishment and maintenance of a supportive school environment.

4.0 Key Responsibilities and Accountabilities

Typical duties and responsibilities of the Teacher include but are not restricted to:

- 1. Develop and implement engaging curriculum which support the Personal Plans for Learning of each young person**
 - In collaboration with teachers and youth workers - plan and implement an educational program which engages young people and offers a range of learning choices including:
 - Inquiry/project- based learning programs;
 - accredited learning opportunities e.g. SACE, VET subjects and vocational accreditation;
 - the support of literacy and numeracy development;
 - embed indigenous cultural perspectives within learning programs, and
 - develop Personal Plans for Learning in collaboration with young people and other key teachers and youth workers.
- 2. Team participation/multidisciplinary practice/professional development**
 - Participate in professional supervision.
 - Support school operations in providing teaching relief when required.
 - Support regular whole team reflective practice sessions including daily staff debrief.
 - Operate within the context of EREA Flexible Schools Ltd Policies and Procedures.
 - Participate in formation and professional development that is relevant to the work of the FLC.
- 3. Administrative Responsibilities**
 - Maintains appropriate records and prepares reports as required.
 - Ensure appropriate reporting requirements to various bodies.
 - Maintains records on the school database and Schools Online.
 - Support the development of personal plans for learning.
 - Participates in Young People's cross agency meetings as required.

4. Health, Safety & Quality

- You are required to Undertake all duties in accordance with EREA Flexible Schools Ltd Quality Management System, policies and procedures and as outlined below;
 - Participating in EREA Flexible Schools Ltd Quality Management System and commitment to processes of continuous improvement activities, including auditing, surveys and needs analysis.
 - Maintaining a safe work environment in accordance with EREA Flexible Schools Ltd Work Health and Safety Policies and Procedures.
 - Assisting in the on-going maintenance of a safe workplace through involvement in the implementation of safe systems of work in accordance with EREA Flexible Schools Ltd Work Health and Safety Policies and Procedures.
 - Participating in mandatory Health and Safety training sessions.
 - Identifying and reporting hazards in the workplace.

5. Other

- a. Perform other duties within the accountability and level of the role as they emerge and as requested by the Area Principal/Head of Campus. These additional duties will, in general, be mutually agreed by all parties.

5.0 Key Attributes and Experience

- Understanding of and commitment to the values of a Catholic educational system of schools in the Edmund Rice tradition.
- Proven senior leadership experience, both strategic and operational, characterised by strong organisational, administrative, communication, and leadership skills, particularly in relation to areas outlined in this position.
- Able to demonstrate the high-level communication, collaboration and interpersonal skills necessary to be successful in a complex and layered organisational structure.
- Appropriate teaching qualifications at tertiary level and minimum of 5 years' professional experience.
- Ability to diagnose problems, foresee potential issues and devise appropriate responses.
- Ability to lead, work in, and collaborate across teams with integrity and humility.
- Have a minimum of 3 years' experience in working with young people disenfranchised from mainstream education.
- Have experience developing innovating curriculum, ability to make adjustments and differentiate.
- Have experience developing Individual Learning Plans (ILP) or Personal Plans for Learning (PPL)
- Have skills and knowledge in teaching processes, framework and practice.
- Applicants must hold or have the ability to attain a DHS Working with Children Check and a SAVA clearance through the Archdiocese of Adelaide before commencement as per legislation.

- Local travel (including minivan driving) is a requirement of this position therefore it is a requirement that the applicant hold a current 'C' driver's licence.
- Current First Aid or willingness to obtain.
- Current Responding to Abuse & Neglect Training or a willingness to obtain.

EREA EXPECTATIONS

A commitment to the Catholic ethos in the Edmund Rice tradition.

Staff are required to read, understand and comply with all EREA policies, procedures and reasonable direction, while demonstrating professional workplace behaviour in accordance with the EREA Code of Conduct.

A valid Working with Children Card is an essential condition of employment.

CHILD SAFEGUARDING RESPONSIBILITIES

EREA is a child safe and child-centred organisation, committed to the protection of children, young people and enrolled adults (students). EREA has zero-tolerance of any abuse.

It is our commitment to ensure that each and every student is kept safe and free from all forms of harm and abuse.

EREA is committed to ensuring the safety, wellbeing and dignity of all students. Our physical and cultural environment promotes inclusion, participation and empowerment.

You are required, as a condition of employment, to comply with our Safeguarding Program, including our Safeguarding policies and procedures, the Code of Conduct/s, your legal obligations with respect to the reporting of child safety incidents or concerns, and in maintaining a valid and current Working With Children Card.

It is your responsibility to be aware of key indicators of child or student abuse and other harm, to be observant, and to report any and all child safety incidents or concerns.

AGREEMENT

The requirements of this position description are intended to describe the general nature and responsibility of work in this position. These statements are not to be construed as an exhaustive list of all duties, tasks and skills required of the position. This position description should be read in conjunction with the employee's contract of employment. Employees will also be required to follow any other position-related instructions and EREA policies, and to perform other position-related duties required to support EREA's compliance with its legislative obligations. Through consultation with the employee, EREA may vary the responsibilities of the position temporarily as required, but within the skills and responsibility levels appropriate to the position.