

ROLE STATEMENT

Inclusive Education Teacher

ABOUT THE ROLE

The major responsibility of the role is to provide support to teachers for students with a disability within the school setting. The Inclusive Education Teacher works cooperatively and in collaboration with school leadership personnel, teachers, other student support services team members and parents/carers to ensure that students with disability in primary and secondary schools across the Diocese are supported to engage purposefully in learning. The role holder will work to develop the capability within schools to cater for the diversity of these learners within the school population.

Key Accountabilities

- Provide advice and guidance about the provision of supports for students with disabilities
- Collaborate with school staff to ensure students with disability have access to a relevant and rigorous curriculum
- Build staff capability through coaching, observation and feedback to identify and implement educational adjustments
- Establish and maintain effective collaborative relationships with relevant stakeholders to ensure their participation in goal setting, planning and decision making for students with disabilities
- Facilitate relationships and networks within the school and wider community to support students with disabilities
- Assist with implementation of Townsville Catholic Education Office (TCEO) policies and initiatives, including teaching and learning programs and review of educational goals
- Contribute to various educational team meetings and IEP meetings to help guide programs and practices aligned to student needs
- Contribute to the Nationally Consistent Collection of Data for Students with Disability (NCCD) school team
- Contribute to the verification processes for students eligible under the TCEO Education Adjustment Program
- Attend relevant professional development activities provided by TCEO and to ensure growth of professional competence
- Support teachers to make modification and adjustments to curriculum or approaches to learning and teaching, taking into account the educational needs of individual students in line with relevant legislation (DDA & DSE)
- Provide consultation with, and advocacy for students with disability to access and engage in schooling on the same basis as their peers
- Provide support and advice to parents as necessary, in consultation and partnership with teacher
- Collaborate with teachers to complete Individual Education Plan documentation
- Work inclusively to contribute to broader areas of curriculum development and whole school directions as well as the planning for and considered use of resources
- Assist class teachers with the identification of students who require referral to Student Support Services where they may be eligible
- Maintaining appropriate records and files in line with school and system policy and procedure
- Accessing appropriate professional and collegial support with opportunities to maintain professional expertise including attending Inclusive Education Network meetings held once per term at TCEO.

STATEMENT OF RESPONSIBILITY

The carriage of the role will always presume the role-holder's responsibility to act cognisant of, and in harmony with, the Mission and Purpose of Catholic Education and Catholic Education policies.

The employee will be expected to abide by the *Statement of Principles for Employment in Catholic schools*, the *Staff Code of Conduct* and other Diocesan guidelines.

Employees will maintain appropriate confidentiality, sensitivity and empathy in the execution and management of all matters.

Employees will demonstrate a willingness and acceptance to initiate and participate in relevant training and professional development opportunities.

Each employee is responsible for ensuring his/her health, safety and wellbeing and is expected to not willingly place at risk the health and safety of one's self or others.

Employees will:

- Adhere to Work Health and Safety instructions
- Promote a commitment to safe work practices
- Be familiar with workplace incident, hazard and accident reporting and emergency procedures
- Take reasonable action to avoid, eliminate or minimise risk and hazards
- Utilise personal protective equipment
- Participate in the development of a safe and healthy workplace
- Seek information and advice as necessary and comply with instructions.

ABOUT YOU

Experience

- Demonstrated teaching competence and capacity to provide curriculum guidance in the area of inclusive education leading to the achievement of quality learning outcomes for all students.
- Demonstrated your ability to work collaboratively as a member of a multi-disciplinary team
- Demonstrated understanding of contemporary methodologies in the provision of inclusive educational practices
- Demonstrated understanding and ability to provide instructional coaching in a school environment.

Knowledge

- Knowledge and up-to-date skills in relation to responsibilities specific to the role
- Proven expertise in designing and facilitating professional development programs in the area of inclusive education
- Proven ability to provide advice regarding physical, cultural and emotional wellbeing and associated activities including recommendations and advice on inclusion strategies.

Skills

- Ability to communicate with a diverse range of staff across primary and secondary school settings
- Ability to develop and sustain productive working relationships.

Mandatory Criteria/Professional Registration/Other

- Current *Working with Children Suitability Card* or eligibility to obtain same
- Full professional registration (for example, full registration as a teacher in Queensland or AHPRA registration)
- Current Driver's Licence
- Ability to perform the physical requirements of the role in a safe manner.

Desirable Criteria

- Significant experience in working with students with disabilities, supportive of children within an inclusive educational setting
- Inclusive education qualifications or currently studying towards inclusive education qualifications
- Experienced classroom teacher with specialised knowledge about disability or student behaviour.

Some employees may be subject to pre-employment medical assessments during the selection process. Depending on the nature of the role, it may be necessary for successful applicants to be immunised against certain preventable diseases in order to minimise the risk of transmission.

ACKNOWLEDGEMENT

I have read, understood and acknowledge the scope and responsibility of the position outlined in this position description.

Employee Name: _____

Signature: _____ **Date:** _____