



Atlantis Beach Baptist College

Secondary Teacher Duty Statement

Atlantis Beach Baptist College seeks to employ a Christian, suitably qualified, dedicated and enthusiastic Secondary Teacher. It is expected that the appointed teacher will work collaboratively with other staff.

Atlantis Beach Baptist College expects that all staff will at all times demonstrate the highest possible professional, Christian and ethical standards whilst employed in the ministry of the College.

Duties and responsibilities of the Secondary Teacher

1. Teaching

- 1.1. In consultation with the Principal/Coordinators, develop Learning Programs for the students in the relevant year.
- 1.2. Offer a curriculum and learning environment which is inclusive and developmentally appropriate for all students and aligned with The Western Australian Curriculum.
- 1.3. Display a high level of competence in teaching skills and the monitoring of student outcomes, with particular emphasis on literacy and numeracy development.
- 1.4. Use data and effect sizes to measure student performance and shape teaching and learning programs.
- 1.5. Offer an inclusive and differentiated curriculum.
- 1.6. In consultation with the Intervention Team and parents, develop, monitor and report on, Curriculum Adaption Plans (CAP), and Individual Education Priorities (IEP) plans.
- 1.7. Implement fully all Atlantis Beach Baptist College pedagogical strategies as directed by the Principal.
- 1.8. Recognise that each child is a unique learner, whose potential must be acknowledged and accommodated through the provision of holistic, developmentally appropriate practices.
- 1.9. Ensure programming of course structure follows guidelines from the Principal/Secondary Coordinator.
- 1.10. Through professional development seek opportunities for personal and professional growth.
- 1.11. Attend all staff meetings as required and keep themselves aware of staff meeting discussions/content if unable to attend.
- 1.12. Demonstrate the desire and ability to work collaboratively, establishing rapport and maintaining effective working relationships with students, parents and staff of the college community.
- 1.13. Work effectively in a team environment.
- 1.14. Actively "live out" the College mission in everyday work and practice.
- 1.15. Align their professional practice with the AITSL *National Professional Standards for Teachers*.

2. Reporting/assessment

- 2.1. Maintain records of student assessments, including anecdotal records, observation checklists, general assessment records and whole school data as required.
- 2.2. Accurately monitor the progress of students, giving regular feedback to children, parents and other teaching staff, being particularly aware of the need to respond promptly to student and parent concerns.

- 2.3. Report student achievement/progress via the College formal reports, through Parent Interviews and in other reporting formats as required.
- 2.4. Liaise with parents, teachers and Principal/Coordinators to plan and prepare individual education learning programs for students with specific needs and learning difficulties.

3. Other

- 3.1. Put into practice all Atlantis Beach Baptist College policies and procedures as required.
- 3.2. Actively participate in the extracurricular program of the College.
- 3.3. Attend College functions, events and meetings in and out of schools hours and undertake duties related to their teaching role in the College.
- 3.4. Liaise with school support services, including other staff, such as the School Counsellor, Therapists and Learning Enhancement staff to support students.
- 3.5. Maintain and uphold the College's high standards of behaviour, work standards and uniform presentation as they work with and interact with students and their families.
- 3.6. Provide appropriate pastoral care to the students under their care in consultation with the Principal/Coordinators and School Counsellor.
- 3.7. Fulfill all duty of care obligations to students under their supervision/care ensuring the highest possible standards of health and safety are put into practice.
- 3.8. Endeavour at all times to demonstrate the College's values in attitude and practice.
- 3.9. Maintain a personal Christian faith as a practicing Christian.
- 3.10. Support and contribute to the Christian ethos of the College.
- 3.11. Seek to resolve differences constructively.
- 3.12. Other duties as requested by the Principal.

4. Qualifications

- 4.1. A teaching qualification, recognised by the Teachers Registration Board of Western Australia.
- 4.2. Current Police Clearance and Working with Children's Check.
- 4.3. The successful applicant will have excellent inter-personal and professional qualities, including compassion, high order written and oral communication skills, initiative and the ability to work as part of a team.

EMPLOYMENT DETAILS

The position will commence 1 January 2021.