

LANGUAGES TEACHER

OVERVIEW

Languages Teachers are responsible for the provision of a quality learning program within a safe and effective learning environment for students in their classes and the school as a whole. Languages teachers provide quality instruction across both the High School and Primary School.

1. KEY RELATIONSHIPS

Languages Teachers ultimately report to the Principal through the Director of Languages via the Head of High School Languages and/or Head of Primary Languages.

2. RESPONSIBILITIES

- 2.1 In collaboration with other members of their department, meet the programming objectives as delegated by the Director of Languages
- 2.2 Plan lessons in accordance with NESA Syllabus requirements and programs developed by the department that are engaging and stimulate a positive learning environment
- 2.3 Liaise with colleagues, parents/caregivers and external specialists in support of students with student care and/or learning needs
- 2.4 Undertake the role of a High School Tutor, actively contributing to their assigned House
- 2.5 Implement School policies and procedures, including acting as a mandatory reporter for the purposes of child protection
- 2.6 Maintain effective, high quality and positive channels of communication with the parents and caregivers of students in their class
- 2.7 Maintain accurate records of learning for the students in their class and produce high quality reports for parents and caregivers
- 2.8 Engage in regular professional learning and development to enhance professional practice and maintain professional accreditation with NESA
- 2.9 Actively participate in the School's Co-curricular program, including the attendance on overnight camps as required

- 2.10 Provide positive and active supervision while on assigned supervisory duties

3. QUALIFICATIONS AND EXPERIENCE

Languages Teachers:

- 3.1 must hold an appropriate tertiary qualification
- 3.2 will be fluent in the language(s) taught by the teacher
- 3.3 hold a valid NSW Working With Children Check

4. PERSONAL ATTRIBUTES

To succeed in this portfolio you will have:

- 4.1 well-developed collaboration skills
- 4.2 a passion to engage students in their learning and support a culture of academic excellence
- 4.3 highly developed written and verbal communication skills
- 4.4 a strong commitment to building and developing a culture of care for young people
- 4.5 a thorough understanding of safety requirements as they apply to practical learning environments
- 4.6 flexibility and adaptability to changing circumstances
- 4.7 ability to work independently with minimal supervision

