



ST PIUS X COLLEGE

CHATSWOOD

Leader of Learning - Junior School

The Leader of Learning - Junior School reports to the Principal through the Head of the Junior School. The Leadership Team supports the Leader of Learning - Junior School to fulfil the delegated authorities and accountabilities of the role.

Child Protection legislation requires that, as the preferred applicant of a position classified as child-related employment, you must meet the requirements of the Working with Children Check. Your appointment may be reviewed if information relating to any child-related offence is revealed.

Allocation: 0.1

Allowance: 1 Points

Basic Role Purpose

The Leader of Learning - Junior School as a pre-eminent teacher in the Junior School, fulfils defined delegated authorities under the supervision of the Head of the Junior School and in the pursuit of excellence in teaching and learning including content knowledge, teaching methodology, classroom management, assessment and reporting and professional development.

Major Responsibilities and Accountabilities

1.0 Religious Leadership

- 1.1 witnessing to and promoting the life and values of Jesus Christ;
- 2.1 understanding, being committed to and actively promoting the Catholic ethos of the College;
- 3.1 providing leadership as a role model in the charism of Blessed Edmund Rice and promoting the Touchstones and core values of the Edmund Rice Charter;
- 4.1 providing leadership in achieving the mission of the College;
- 5.1 supporting the organisational priority of Religious Education and Formation.
- 6.1 working collaboratively with the Head of the Junior School and other relevant staff on:
 - the provision, organisation and conduct of prayer and reflection within Junior School camps and other activities;
 - the promotion of Social Justice education and practice within the Junior School

2.0 Leadership of Learning

- 2.1 providing leadership in teaching, learning and assessment;

- 2.2 demonstrating excellence as a classroom teacher and a high level of professionalism;
- 2.3 modelling the effective and safe use of technology in teaching and learning;
- 2.4 demonstrating and communicating a thorough knowledge of NESA and other requirements relevant to Key Learning Areas within the Junior School:
- 2.5 in accordance with the Catholic Ethos, pupil needs and syllabus requirements, facilitating the development, implementation and evaluation of effective teaching/learning programs in collaboration with the Junior School staff;
- 2.6 collaborating with the Diverse Learning Department in the development of the curriculum to ensure that inclusive education of all pupils (including Gifted and Talented students and students with diverse learning needs) is achieved and maintained;
- 2.7 facilitating appropriate assessment, recording and reporting procedures;
- 2.8 facilitating procedures to ensure regular registration including annotating, dating, signing and evaluating teaching and learning programs;
- 2.9 developing teaching and learning skills within the Junior School;
- 2.10 promoting the principles of effective teaching and learning practices;

3.0 Strategic Leadership

- 3.1 knowing the College's Strategic Plan and implementing relevant objectives;
- 3.2 participating actively in bi-annual formative performance reviews involving personal reflection, annual goal setting, and discussion with the Head of the Junior School throughout the period of appointment and in a summative performance review in the final year of a period of appointment;
- 3.3 inputting and implementing annual goal statements;
- 3.4 working with the Head of the Junior School to establish clear goals for the Junior School and to develop strategies for improvement and systems to evaluate the success of these strategies;
- 3.5 being actively involved in a range of meetings as required.

4.0 Organisational Leadership

- 4.1 completing all necessary administrative tasks effectively and efficiently including establishing and maintaining suitable timelines and timetables.
- 4.2 complying with the College's Workplace Health and Safety policies and procedures;
- 4.3 monitoring the design, implementation and evaluation of quality assessment instruments;
- 4.4 coordinating the maintenance of curriculum records;
- 4.5 organising resources to promote their appropriate utilisation;
- 4.6 communicating:
 - I. internally with pupils, Junior School staff and other staff in leadership positions through formal and informal means;
 - II. externally with professional associations as appropriate

5.0 Relational Leadership

- 5.1 promoting the value of pupil self-esteem;
- 5.2 being committed to the education of boys;
- 5.3 promoting an environment in which all pupils are challenged to realise their full potential;
- 5.4 maintaining and enhancing Junior School morale;
- 5.5 working as a member of a middle management team within the wider College community;
- 5.6 being actively involved in the College's cocurricular activities;
- 5.7 deputising for the Head of the Junior School;
- 5.8 supporting just and effective policies of pupil pastoral care within the Junior School;
- 5.9 working closely with staff newly appointed to the Junior School in areas affecting classroom management, efficiency and professional standards;
- 5.10 valuing the unique contribution of each member of the Junior School;
- 5.11 contributing to the review and development of policies and procedures to ensure effective liaison between the College and home and wider community;
- 5.12 assisting parents to be more fully informed about Junior School curriculum;
- 5.13 addressing areas for development in Junior School staff in a structured, just and comprehensive manner;
- 5.14 contributing to the employment processes for all members of the Junior School staff;
- 5.15 maintaining standards of excellence, responsibility and cooperation within the Junior School in collaboration with Junior School Teachers and the Head of the Junior School;
- 5.16 being present to and for the pupils in the Junior School;
- 5.17 being aware of and responding to individual pupil needs and particular needs of the Junior School;

Other duties as assigned from time to time by the Principal

Reviewed: August 2024