EARLY LEARNING CENTRE TEACHER

ROLE DESCRIPTION

Position: Early Learning Centre Teacher
Tenure: Permanent position
Time: Commencement: 24 January 2017
Location: ELC campus on Sheoak Road, Belair

Position Context

St John’s Grammar School is an ELC–12 Co-educational Independent School affiliated with the Anglican Church of Australia. The school is set in the hills at Belair in South Australia. The student population is 950 and the school employs approximately 90 teaching staff. St John’s is structured into four sub-schools on three campuses: Early Learning Centre (Montessori & Preschool), Junior School (R-6), Middle School (Year 7-9) and Senior School (Year 10–12).

The School has a strong pastoral care system and program. While in the Junior School the House is used mainly as a unit for sporting competitions, in the Secondary School (Years 7-12), the House is the chief pastoral care unit.

Line Management

Responsible to the Head of Junior School through the ELC Director.
Roles and Responsibilities

- Develop an understanding of and implement the collaboratively developed school-wide pedagogy of *Soaring*
- Plan learning experiences for students according to their interests, cultural background and needs, and in the context of the agreed program.
- Use the Early Years Learning Framework and Montessori principles when planning.
- Form respectful teacher/student relationships based on mutual respect
- Create and maintain an environment that is both stimulating, focussed and calm, with particular focus on Montessori principles
- Ensure that safety of children is a priority at all times.
- Promote the wellbeing of individual students
- Be responsive to the variety of needs, talents and learning styles of students, using a variety of teaching techniques
- Provide pastoral care for all students in your charge
- Show initiative, enthusiasm and reliability in all aspects of school life
- Collaborate with all members of staff in an atmosphere of mutual support, sharing and communication
- Take a full and constructive part in staff meetings for personal and whole school development
- Foster positive and effective relationships with parents and outside agencies within the community
- Maintain good order and cooperation among students and safeguard their health and safety, both within the school precincts and outside
- Have a sound knowledge of the regulations applying to teachers and Early Learning Centres
- Demonstrate knowledge of the Australian Curriculum and Early Years Learning Framework
- Adhere to principles and practices of Early Learning Centre and school policies and work towards meeting the Quality Improvement Plan
- Carry out professional duties, under reasonable direction of the Director of ELC

Person Specification

- Exceptional interpersonal skills with the ability to relate to all members of the ELC community
- A team player with the ability to advocate on behalf of others
- Excellent communication skills
- Display qualities of sincerity, integrity, confidentiality, empathy, wisdom and compassion
- Understanding and support of our Anglican ethos

Qualifications
• Relevant tertiary Early Childhood qualifications
• Registered teacher status
• Current mandatory qualifications

**Desirable**

• Flexibility to work with different age groups
• Montessori Experience

**Professional Development**

• Regularly review your methods of teaching and programs of work
• Participate in arrangements for your further training and professional learning as a teacher
• Participate in any arrangements within an agreed framework for the appraisal of your performance and that of other teachers

**Salary, Terms and Conditions**

• Employed under the St John’s Grammar School Enterprise Agreement Award
• Salary will be determined according to qualifications and years of experience

C. Bauer  
Principal  
St John’s Grammar School  
20/10/2016