



Statement of Duties

Teacher

Position Description no: 10237-01

REPORTS TO Head Teacher

As a professional teacher you will play an important role in enhancing the learning outcomes for our students and provide a stimulating learning experience. The role of a TAFE NSW Teacher involves a broad range of activities which directly and indirectly support learning through the facilitation and delivery of high-quality educational programs, enabling learners to achieve their desired outcomes.

Key Accountabilities include:

- performing the teaching role in the most effective manner
- being familiar with the current syllabus
- preparing all lessons and demonstrations carefully, and ensuring the presentation conforms with the best educational practices and align to the subject outcomes
- developing appropriate assessment strategies that align with syllabus requirements
- measuring each student's progress and the effectiveness of teaching by regular and adequate assessment processes
- complying with the requirements and regulations of appropriate legislation
- insisting on a reasonable standard of conduct from students as well as setting a good example
- ensuring punctual attendance to all classes and only leaving under exceptional circumstances
- safeguarding campus property and equipment and reporting any damage or breakage
- observing appropriate safety, health, welfare, security and good housekeeping standards
- performing administrative duties relevant to the teaching role
- ensuring the principles of equal opportunity in education and employment are applied to all staff and students including the prevention of overt and covert discriminatory practices
- providing advice and assistance to students, employers and members of the community
- attend meetings and College events as required.