

A photograph of a female teacher with blonde hair, wearing a beige cardigan over a patterned top, smiling warmly at a young girl. The girl is wearing a green school uniform with a plaid skirt and a dark tie, and is holding a blue folder and a pen. They are in a classroom setting with bookshelves in the background.

## Teacher Application Package

**Start your journey with  
Catholic education in  
northern Tasmania**

Applications Close Sunday 20 October 2024 at 5:00pm

A close-up photograph of a hand holding a yellow notepad with a blue pen, writing on it. The background is slightly blurred, showing a desk and other papers.

## Role Description

Role title: Teacher  
Is responsible to: Principal

## Role Purpose

The primary role of the class teacher is to provide for the spiritual, academic and wellbeing needs of all students and to adhere to Catholic principles, by personal example, integrity and behaviour.

## Organisational Requirements

- Support the mission of the Catholic Church.
- Support the Catholic Education Commission Tasmania (CECT) Vision and Mission Statement.
- Support the Vision and Mission statement of the individual school.
- Nurture the formation of young people through the expression and integration of Catholic beliefs and Gospel values in all aspects of school life.
- You must uphold Catholic belief and practice in all the Employee's professional activities and refrain from expressing public opinions or engaging in public activity that, in the reasonable opinion of the Employer, would bring the Employer into disrepute.
- You must be familiar with, have an understanding of and uphold the implementation of the Archbishop's Charter for Catholic Schools.

## Personal Accountabilities

- To honour, respect and model the Gospel values in all interactions with people in day to day life.
- To continually develop positive relationships with all members of the community.
- To genuinely support each student within your care wherever possible, celebrating their diversity and catering for individual differences as required.
- To be active, collaborative, authentic, professional and relational members of a Catholic School Community.
- To develop and support a school culture that empowers students to think critically, discern wisely and value the search for truth.
- To openly and honestly provide professional feedback and support to colleagues through the sharing of teaching, public support of other colleagues, and maintaining the dignity of all people within our school community.
- To openly and honestly enter into dialogue with the Principal and Leadership team with relevant issues where necessary and appropriate.
- To recognise and support parents as the first and foremost educators of their children.
- To actively engage and encourage parents to be involved in their child's education through a variety of opportunities.
- To create an atmosphere in which parents feel comfortable to approach the teacher on matters relating to their child.
- To maintain positive, open and proactive communication with parents, students, staff and wider community.

## Technical Accountabilities

- To promote and develop growth in faith and Catholic ideals through example and instruction.
- To create and maintain an attractive, safe and engaging environment to enable positive learning to take place.
- To be involved in ongoing personal and professional learning.
- To present professionalism that demonstrates clear programs and organisation.
- To be flexible in planning and classroom management.
- To support extra-curricular activities of the school; parish and community.
- To actively engage in collaboration.

## Scheduling Accountabilities

- Report to the Principal and/or other senior staff regularly.
- Attend staff meetings and professional learning sessions.
- Meet with colleagues and senior staff to plan, moderate and discuss teaching and learning of students.
- Conduct Parent / Teacher Interviews.
- Prepare Learning Plans.
- Prepare written student reports at various intervals each year.
- To meet with parents as requested.

## Role Relationships

### Internal

Principal  
School staff  
Students  
Parish Priests

### External

Tasmanian Catholic Education Office  
Parents  
Visitors/members of the public  
Archdiocesan staff

## Evidentiary Requirements

### Essential

#### Qualifications

- Qualified and registered Teacher in Tasmania or ability to gain registration prior to the commencement of the position.
- Successful attainment of Accreditation C: Accreditation to teach Religious Education in a Catholic School; or the willingness to work towards the successful attainment thereof.
- Valid Registration to Work with Vulnerable People.

#### Knowledge, skills and abilities

- Ability to teach Religious Education within the School.
- Demonstrated knowledge of how students learn.
- Understanding of Australian curriculum relevant to Tasmanian Catholic education.
- Understanding of current teaching pedagogy and best practice.
- Ability to create and maintain a supportive and safe learning environment.
- Ability to assess, provide feedback and report on student learning.
- Demonstrated ability to engage professionally with colleagues, parents/carers and the community.
- Ability to engage with the School community.
- Demonstrated commitment to ongoing professional learning.

### Desirable

#### Qualifications

- Post graduate qualification in Early Childhood Education or working towards (applicable to Early Years positions).
- Current Motor Vehicle Licence.
- Current First Aid Certificate.

#### Knowledge, skills and abilities

- Experience working in different schools.
- Experience teaching different grade levels.

## Teacher Opportunities

Catholic Education Tasmania are currently seeking qualified Teachers in northern Tasmania. If you are a passionate and dedicated educator, then we would be keen to receive your application.

To apply for these positions, you should be a qualified and registered Teacher in Tasmania or be able to gain registration prior to the commencement of the position; be willing to work towards the successful attainment of Accreditation C: Accreditation to teach Religious Education in a Catholic School; and have a valid Registration to Work with Vulnerable People.

## Positions

Catholic Education Tasmania is recruiting for teaching positions within schools that have a primary component (K-6). Schools with a secondary or senior secondary component will advertise separately.

As you complete your application in our online recruitment platform you will be asked to nominate your preference of school along with your tenure and teaching category from the following:

### Greater Launceston

Larmenier Catholic School  
Sacred Heart Catholic School  
St Anthony's Catholic School  
St Finn Barr's Catholic School  
St Thomas More's Catholic School

### Deloraine

Our Lady of Mercy Catholic School

### George Town

Star of the Sea Catholic College\*

*\*Star of the Sea Catholic College offers a Fuel Allowance of \$5,000 per annum, pro rata for part time for those employees required to travel in excess of 80 kilometres..*

### Tenure

Ongoing (Full time - 1.0FTE)  
Ongoing (Part-time (0.2-0.8FTE)  
Limited Tenure: Leave/ Parental Leave (1.0FTE)  
Limited Tenure: Leave / Parental Leave (0.2-0.8FTE)  
All Options

### Teaching Category

Kindergarten / Early Years (K-2)  
Classroom (3-4)  
Classroom (5-6)  
Specialist Primary  
Specialist (Maths / Science)  
All Options

Please note: Parental Leave Employment is a period of employment for the purposes of replacing a current employee on Parental Leave. It is subject to variation or change in the event that the employee taking Parental Leave exercises their right to return to work earlier than stipulated. In that instance you will be given a minimum of four (4) weeks' notice of termination of the Parental Leave position.

Want to learn more about the benefits of living in this unique and spectacular part of Australia?

Visit the [Discover Tasmania](#) website to learn about our lifestyle, opportunities, communities, and more.

## Our Northern Schools

### Larmenier Catholic School, St Leonard's

Larmenier Catholic School provides learning opportunities for their 220 students that are focused on justice, tolerance and love. Our Team are dedicated to developing the individual potential of children that they teach. At Larmenier we work in a cooperative, team orientated way. Planning, moderation and sharing professional practice are all a vital part of the collaboration our staff undertake.

### Our Lady of Mercy Catholic School, Deloraine

Our Lady of Mercy Catholic School community is committed to providing the best possible education for its 100 students. Our Lady of Mercy offers families from Deloraine and the Meander Valley a Catholic education from Kindergarten through to Grade 6 in the spirit of our founding order, the Sisters of Mercy. Our Lady of Mercy Catholic School aims to provide an education that develops the whole child. We see ourselves as partners with parents and guardians in the faith development of their children.

### Sacred Heart Catholic School, Launceston

Sacred Heart Catholic Primary School Launceston is a two-stream school with straight classes from Kindergarten to Grade 6, with just over 450 students. Sacred Heart is highly respected and recognised as a positive, pastoral and positive learning community. The Sacred Heart Team are enthusiastic, highly dedicated and committed to the spiritual, emotional, physical, intellectual and social needs of our students learning.

### St Anthony's Catholic School, Riverside

Situated in Riverside, St Anthony's Catholic School offers 190 students an education across Kindergarten to Grade 6. At St Anthony's we offer an Arts program including Drama, Music, Visual Arts and Media Arts; STEM education including a STEM Club after school. St Anthony's have a PE specialist and Daily PE led by our Grade 6 leaders. At St Anthony's we promote a welcoming, supportive Catholic community of faith that gives a real sense of belonging to all - a small school with a big heart.

### St Finn Barr's Catholic School, Invermay

St Finn Barr's School is a Catholic co-educational school offering a Catholic Education to 330 students from Kindergarten to Year 6. St Finn Barr's is a welcoming and inclusive school community where all students have the right to grow to their full potential in a school environment that promotes Safe, Respectful and Resilient behaviours. Our Team are enthusiastic, highly dedicated and committed to the learning needs of each of our students.

### St Thomas More's Catholic School, Newstead

Located in Newstead, St Thomas More's Catholic School offers 360 students an education across Kindergarten to Grade 6. St Thomas More's has excellent and modern facilities that support the learning and teaching of our qualified and enthusiastic Team. At St Thomas More's we provide comprehensive programs in all curriculum areas and offer many co-curricular opportunities for every child in addition to a strong pastoral and wellbeing program of support.

### Star of the Sea Catholic College

Star of the Sea prides itself on providing quality education in a safe and supportive environment. With small class sizes guaranteeing individual attention, the College has a strong history of giving its 193 students the skills they need to move onto Year 11 and 12 or work successfully. The College welcomes diversity and is supportive of students with learning needs, with a strong pastoral atmosphere.

## The Archbishop's Charter for Catholic Schools

*"Catholic Schools are a vital expression of the mission of the Church in the Archdiocese of Hobart. They are the means by which not only students, but also families and the staff experience the richness and beauty of the Christian life".*

Julian Porteous DD, Archbishop of Hobart

The Archbishop's Charter for Catholic Schools provides the basis for the Archbishop to 'mandate' Catholic schools and colleges within the Archdiocese of Hobart. The mandate of the Archbishop represents his formal commissioning of a Tasmanian Catholic school or college to act as an evangelising agent of the Archdiocese.

The Charter, which draws inspiration from Sacred Scripture and key Church documents, focuses on four domains:

- Catholic Identity
- Learning
- Leadership
- Mission

### Catholic Identity

The person of Christ is at the heart of Catholic education. Christ's teachings and the Gospel message permeate Catholic school life. School communities give witness to their distinctive educational, spiritual, moral and social purpose within the evangelising mission of the Church.

### Learning

All our learning programs support students' growth in human and Christian virtues so that they grow as integrated human beings. Our curriculum seeks to promote and deepen each students' understanding of the Catholic faith and their commitment to Christian values.

### Leadership

Leadership is Christ-centered and is marked by a spirit of service. It is dedicated to the building up of the school community as a community of faith. Catholic leadership is about responding to Christ's command "go into the world and preach the Gospel to the whole creation" (Mark 16:15).

### Mission

The Catholic school exists as part of the evangelising mission of the Church. The Catholic school should be available to all families who desire a Catholic education for their children.



## About Catholic Education Tasmania

Catholic Education Tasmania (CET) is a community of 38 schools and colleges serving over 17,000 students and their families across Tasmania supported by the Tasmanian Catholic Education Office (TCEO).

The Archdiocese of Hobart covers the State of Tasmania. The Archbishop of Hobart authorises the existence of all Catholic Education institutes in Tasmania.

Under the governance of the Catholic Education Commission of Tasmania (CECT), the TCEO is responsible for the oversight, funding and coordination of 38 Archdiocesan schools and three TCEO offices.

The Archbishop delegates responsibility to other key bodies including the Catholic Education Commission Tasmania, the CET Executive Director, School Boards and other groups that support Catholic schools.

Employees are to be familiar with, have an understanding of and uphold the implementation of the Archbishop's Charter for Catholic Schools.

The TCEO, established in 1961, is the central administrative and co-ordinating body for the multi-faceted and diverse mission of Catholic education in Tasmania. One of its prime functions, under the CET Executive Director, is to co-ordinate the provision of Catholic education at all levels and to communicate and negotiate with appropriate authorities on behalf of all Catholic schools in Tasmania.

Some key documents include:

- The Archbishop's Charter for Catholic Schools
- The Tasmanian Catholic Education Single Enterprise Agreement 2018
- CECT Constitution
- CECT Policies
- School Policies

For further information access the [Catholic Education Tasmania website](#).



Larmenier Catholic School

## Insight – Science of Learning and Reading

Catholic Education Tasmania has embarked on an innovative learning and teaching initiative - *Insight*. The *Insight* project will revolutionise our approach to teaching and how students learn.

*Insight*, based on the science of learning and reading, encompasses the way we teach in every classroom. This teaching approach empowers all educators to help their students grow in knowledge, wisdom and service.

Our *Insight* Project has one single objective: to improve the learning achievement of every student in our schools. The *Insight* project focuses on improving the three key foundations of teaching and learning:

1. A comprehensive, knowledge rich Curriculum: that supports student's growth in learning, knowing and remembering - every day.
2. Cognitive Science (the Science of Learning): Developing our understanding about how people learn; to overcome the limits of working memory in order to maximise student learning and to build long-term memory in all key subjects.
3. High impact Pedagogy: Regular and intensive coaching to assist our educators in actively applying the science of learning as we design highly efficient and effective teaching and learning methods in the classroom.

Catholic Education Tasmania is committed to supporting every student to grow in understanding and knowledge. We firmly believe the *Insight* project will serve the growth of our students as they understand the communal knowledge needed to function and flourish in society and in turn, build on their prior knowledge to respond in critical and creative ways to real world problems and daily life challenges.



## Applications

Applications can be made via the CET online recruitment platform accessible via the [CET website](#).

When submitting your application remember:

- To allocate enough time to complete your application.
- That your application is uploaded as one document in the following order:
  - Cover page
  - Resume
- Candidates will receive an email advising that the application has been successfully submitted. The email will come from [careers@catholic.tas.edu.au](mailto:careers@catholic.tas.edu.au) so please check your spam. If you do not receive this email, we would recommend checking your application submission.

## Interviews

Candidates may be interviewed for more than one position at more than one school and may have more than one interview.

Candidates who are successful in gaining an interview will receive a confirmation email. Remember to confirm via return email your attendance.

Candidates will be advised:

- Which school(s) they are being considered for: and
- If their application has been successful or unsuccessful (via email).

Interviews will be during a scheduled time period and due to the number of interviews and panel member availability, candidates will not be able to change the date or time of the interview.

Interstate candidates will be interviewed via Zoom. If you are offered an interview, please ensure that you are familiar with this communication platform.

## Employment Offers

Candidates who are offered a position, will be contacted by the Principal of the school at which you are being offered a position. If you decline this position, there is no guarantee that you will be offered an alternative position at another school.

Interviewed candidates, that are unsuccessful, will be placed in the talent pool.

- Talent Pool: Candidates that are unsuccessful in securing a position or decline an offer, will be placed into a talent pool and may be contacted within six (6) weeks to be offered an additional interview or position.

An Employment Contract will be issued with a specific acceptance and return date. If the employment contract is not returned by this date, the offer of employment will be withdrawn.

## Employment Commencement

All positions commence on Monday 3 February 2025. Limited tenure positions are for the 2025 school year unless specified otherwise.

## Induction

New Employees to Catholic Education Tasmania will be required to undertake a system Induction program as well as a school site specific Induction.

This Induction will include: Child Safe Training, Accreditation to Work in a Catholic School, Employee Obligations and Technology, and Work, Health and Safety.

## Final Checklist for Applicants

Before submitting your application, use this checklist to ensure you have prepared all important documents. In particular, check that you have:

- Read the Role Description
- Included in a single PDF document that contains:
  - A cover letter (no more than 1 page) stating the reasons why you are seeking a position with Catholic Education Tasmania.
  - A current copy of your resume, which should include an employment history stating where you have worked, the length of service and description of the position(s) held, and duties undertaken.

Transcripts, certificates etc. are not required to be submitted in your application but may be required if called to interview.

Please note that no changes can be made to your application after submission.

Applications are to be addressed to the Executive Director and can be submitted via the [Catholic Education Tasmania careers page](#).

Please Note: Applications will close on Sunday 20 October 2024 at 5:00pm and applications will not be accepted after the closing time.

If you have any further queries regarding your application, please do not hesitate to contact People Services on (03) 6210 8888 or via [careers@catholic.tas.edu.au](mailto:careers@catholic.tas.edu.au)



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