



POSITION DESCRIPTION

Communities of hope, joy and wonder where all are welcome.

Mathematics Teacher

Position Level	Teacher (Schools) (Averaged – 40 weeks per year)
Salary Range (Full-time)	\$71,428 to \$119,707 (based on skills and experience)
Reports To	Principal
Location	Merici College, Braddon ACT
Employment Type	Full-time
Employment Status	Permanent
Employment Term	N/A
Hours Per Fortnight	76

Who Are We?

Catholic Education, Canberra & Goulburn (CE) plays an integral role in education both in the ACT and NSW, covering 88,000 square kilometres covering the whole of the ACT and extending from Pambula on the south coast, to Crookwell in the North, through to the western point of Lake Cargelligo. Operating 56 Schools and 8 Early Learning Centres, CE is key to the education of over 21,000 students within the Diocese and employing over 2,100 professionals.

Position Purpose	An excellent opportunity exists for a Mathematics Teacher to join our comprehensive and enthusiastic team. To be successful in this role, you will have the demonstrated ability to be an innovative classroom teacher, who is committed to the school's philosophy of Powerful Learning, employing a wide range of student centred, brain-based learning strategies and who is willing to explore new models of teaching, including team teaching, to improve outcomes for all students.
Position Duties	<p>Catholic Ethos</p> <p>Each member of the teaching staff has a responsibility to;</p> <ul style="list-style-type: none">• Actively live and promote the College Mission,• Promote and maintain Gospel values and the Catholic tradition among all sectors of the College,• Ensure that all undertakings are student focused,• Ensure that each student is treated as a 'whole' person who has individual needs and get to know each of the students in their care and foster positive relationships. <p>Teaching and Learning and Assessment</p> <p>Each member of the teaching staff has a responsibility to;</p> <ul style="list-style-type: none">• Provide an optimal learning environment for students to achieve excellence,

- Cater for a range of individual needs and learning styles, as part of a team design, document and deliver courses that engage students in learning and incorporate the Powerful Learning Principles,
- Incorporate new developments in teaching and learning, including brain-based learning,
- Use ICT in the classroom to enhance learning,
- Develop a Moodle page for each class as an aid to student learning and communication,
- Provide regular ongoing feedback on student coursework via the timely return of marked work along with constructive feedback that allows the student to reflect on what they have achieved and know how they can improve,
- Monitor and regularly record student results via electronic spreadsheets and report on student progress in learning,
- Submit to the Studies Coordinator in a timely manner, drafts of proposed assessment tasks, an assessment program via a Unit Outline at the commencement of the unit, a work register and a student and teacher evaluation of the unit after the completion of the unit,
- Student and teacher evaluation of the unit after the completion of the unit, develop an individual professional development plan and participate in appropriate professional development activities.

Building Community

Each member of the teaching staff has a responsibility to;

- Work closely with Pastoral Care teachers, Pastoral / House Coordinators and Studies Coordinators regarding student matters,
- Provide prompt and timely follow up with parents, students and other staff on issues that emerge for each student,
- Ensure that parents are given consistent and appropriate opportunities to participate as real partners in the education of their children,
- Reply to parental contact in a timely manner,
- Work collaboratively with colleagues in curriculum areas.

Administration and Compliance

Each member of the teaching staff has a responsibility to;

- Be punctual to class, Pastoral Care, duties and meetings,
- Monitor and record student attendance,
- Ensure the completion of course work,
- Know and understand their responsibilities with regards to Child Protection: Code of Professional Standards for Merici College Staff,
- Know and understand their responsibilities as mandated reporters,
- Perform the duties, either teaching or non-teaching, that are assigned by the Principal,
- Take responsibility for maintaining a safe and secure environment,
- Undertake and complete all mandatory training and compliance modules.

	<p>THE INTERNATIONAL BACCALAUREATE</p> <p>Merici College is a candidate school* for the Middle Years Programme and the Diploma Programme. We are pursuing authorization as an IB World School. IB World Schools share a common philosophy - a commitment to high-quality, challenging, international education - that we believe is important for our students. * Only schools authorized by the IB Organization can offer any of its four academic programmes: the Primary Years Programme (PYP), the Middle Years Programme (MYP), the Diploma Programme (DP), or the Career-related Programme (CP). Candidate status gives no guarantee that authorization will be granted. Teaching in IB programmes is:</p> <ul style="list-style-type: none"> • Based on inquiry • Focused on conceptual understanding • Developed in local and global contexts • Focused on effective teamwork and collaboration differentiated to meet the needs of all learners informed by assessment (formative and summative)
Skills, Attributes and Experience	<p>We are seeking teaching professionals who can demonstrate:</p> <ol style="list-style-type: none"> 1. A strong commitment to the College's Catholic ethos and a willingness to foster it in the College community. 2. The ability and willingness to teach in more than one subject area (the ability to teach Religious Education would be an advantage). 3. The demonstrated ability to be an innovative classroom teacher, who is committed to the school's philosophy of Powerful Learning, employing a wide range of student centred, brain-based learning strategies and who is willing to explore new models of teaching, including team teaching, to improve outcomes for all students. 4. Excellent relational skills and the ability to work collaboratively as part of a team. 5. A commitment to nurturing the whole person and developing respectful relationships with individuals. 6. The demonstrated ability to enhance learning through the use of technology and a proactive approach to ongoing developments in technology. 7. A demonstrated ability to manage students in a variety of contexts and to work within the College's Behaviour Management Policy. 8. A commitment to lifelong learning through goal setting and professional development. 9. A commitment to be forward-thinking to promote excellent outcomes in an all-girls environment.

Qualifications	<ul style="list-style-type: none"> • Must hold a relevant Working with Children registration and Teaching Accreditation. • Applicants must meet the criteria of Category D: Accreditation to Teach Religious Education (required if teaching Religious Education). • Must have completed relevant Education/Teaching tertiary qualification.
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Application Requirements

All applications must be submitted online via the online recruitment system. You can apply using the 'Apply Now' button found in the job advertisement. Your application must include a resume and cover letter (separate documents) outlining your suitability for the position based on the requirements set out in the position description. E.g. why would you be the best person for the position.

Working with Children

In the course of your employment, you will have direct contact with children, and it is, therefore, child-related work in accordance with:

- a) in the ACT, Working with Vulnerable People (WWVP) (Background Checking) Act 2011; and/or
- b) in NSW, Child Protection (Working with Children Check) (WWCC) Act 2012.

Employment with CE is conditional upon successful applicants having or obtaining a valid and current working with children registration, appropriate to the state and/or territory in which they will work. NSW and ACT require different working with children registrations.

Religious Education

All CE staff are required to attend religious accreditation designed to acquaint you with the vision and mission of Catholic Education. For more information regarding religious education - [Click here](#)

Employment Information Collection Notice CE's Privacy Policy - [Click here](#)

Application Enquires: CE Recruitment Team

Phone: 02 6234 5427 | Email: recruitment@cg.catholic.edu.au

Teaching Registration and Accreditation

Commencement is conditional upon applicants having valid teaching registrations and/or accreditations appropriate to the state and/or territory in which they will work.

NSW and ACT require different registrations and accreditations. If you are required to perform work or access information that is deemed to be working with children in both the ACT and NSW, you will be required to have valid registrations for both regions.

- ACT – Teaching Quality Institute (TQI).
- NSW – NSW Education Standards Authority (NESA)