



WERRIBEE SECONDARY COLLEGE

Wyndham's International High School

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POSITION DESCRIPTION

Teacher Graduate Position: Accounting (12) / Economics (12)
(Fixed Term Position)

Time Fraction 1.00

Closing Date: 20/2/2019

Vacancy No: 1148464

Start Date: 7/3/2019

End Date: 27/1/2020

Location Profile

Werribee Secondary College is a highly regarded school in the Wyndham Education District. A consequence of the College's standing and its excellent Year 12 results is that applications for enrolments far exceed the Colleges intake capacity. The College is a **TAASS** accredited provider of a **Select Entry Learning Program**. The College attained accreditation as an **International School** with the Council of International Schools in 2006 and in 2013 became the first state secondary college in Victoria to be accredited by the **International Baccalaureate Organisation** and authorised to offer the **International Baccalaureate**. Werribee Secondary College has instilled a culture which embraces hard work and high achievement. All students wear the traditional uniform of blazer, shirt and tie.

The College has implemented a number of curriculum structures and programs which have further enhanced an exciting teaching and learning environment. A re-building program has upgraded the level of many facilities 6 years ago. These have been augmented by the completion of a new Recital and Performance Centre in early 2016 and the construction of a further \$7 million dollar stage which started in 2016.

A broad range of co-curricular activities includes amongst others, music, drama, chess, debating, public speaking and Leadership Programs. Further leadership opportunities for male and female students are provided through the College's **Australian Army Cadet Unit**, which was formally inaugurated by the then Prime Minister Julia Gillard in early 2012 and is only the third AAC Unit in a Victorian state school.

Resources, Welfare and other Features

The College has implemented a **BYODD** program which encompasses Years 7 to 12. Most of the classrooms in the College are equipped with **Interactive Projectors**. There is a student **Wellbeing and Leadership** Program which is implemented through a **House** system, weekly **Tutor** groups and a **Pastoral Leadership** program.

Werribee Secondary College has 60 **International Students** who have selected the College to complete their secondary education.

Selection Criteria

SC1 Demonstrated understanding of initiatives in student learning including the Principles of Learning and Teaching P-12 and Assessment and Reporting Advice and the capacity to implement and evaluate learning and teaching programs in accordance with the Victorian curriculum.

SC2 Demonstrated understanding of how students learn and effective classroom teaching strategies and the capacity to work with colleagues to continually improve teaching and learning.

SC3 Demonstrated capacity to monitor and assess student learning data and to use this data to inform teaching for improved student learning.

SC4 Demonstrated high level written and verbal communication skills and high level interpersonal skills including the ability to establish and maintain collaborative relationships with parents, other employees and the broader school community to focus on student learning, wellbeing and engagement.

SC5 Demonstrated commitment to continually improving teaching quality and capacity through the application of knowledge, skills and expertise derived from ongoing professional development and learning

Role

The primary focus of the range 1 classroom teacher is on further developing skills and competencies to become an effective classroom practitioner with structured support and guidance from teachers at higher levels and the planning, preparation and teaching of programs to achieve specific student outcomes.

These teachers teach a range of students/classes and are accountable for the effective delivery of their programs. Range 1 classroom teachers are skilled teachers who operate under general direction within clear guidelines following established work practices and documented priorities and may have responsibility for the supervision and training of one or more student teachers.

At range 1, teachers participate in the development of school policies and programs and assist in the implementation of school priorities.

The focus of a range 1 classroom teacher is on classroom management, subject content and teaching practice. New entrants to the teaching profession in their initial teaching years receive structured support, mentoring and guidance from teachers at higher levels.

Under guidance, new entrants to the teaching profession will plan and teach student groups in one or more subjects and are expected to participate in induction programs and other professional learning activities that are designed to ensure the integration of curriculum, assessment and pedagogy across the school.

Teachers at range 1 are responsible for teaching their own classes and may also assist and participate in policy development, project teams and the organisation of co-curricula activities.

Responsibilities

Core responsibilities include

- Planning and implementing a range of teaching programs or courses of study
- Teaching an area of the curriculum or a general curriculum to a year level
- Monitoring, evaluating and reporting student progress in key learning areas
- Implementing strategies to achieve targets related to student learning outcomes
- Maintaining records of class attendance and recording student progress
- Implementing effective student management consistent with the school charter.
- Working with a mentor to participate in professional development planning, implementation and reflection developing a professional portfolio

Additional responsibilities may include but are not limited to:

- Supervising a range of student activities including support and welfare programs
- Contributing to a range of co-curricular programs

Who May Apply

For the purpose of the Teacher Graduate Recruitment Program, graduate applicant eligibility is defined as a four-year trained qualified teacher who has completed all course requirements and graduated within the last four years; and not employed as a teacher by the Department at the time of the commencement of the advertised vacancy. Applicants must also be currently registered or eligible for registration with the Victorian Institute of Teaching

EEO & OHS Commitment

The Department values diversity and is committed to workforce diversity and equal opportunity in schools and all education workplaces. The Department recognises that the provision of family friendly, supportive, safe and harassment free workplaces is essential to high performance and promotes flexible work, diversity and safety across all schools and Department workplaces.

Child Safe Standards

Victorian government schools are child safe environments. Our schools actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. All schools have a Child Safety Code of Conduct consistent with the Department's exemplar available

at <http://www.education.vic.gov.au/about/programs/health/protect/Pages/childsafestandards.aspx>

Conditions of Employment

- All staff employed by the Department and schools have access to a broad range of employment conditions and working arrangements.
- Appointment of successful applicants will be made subject to a satisfactory pre-employment conditions check.
- A probationary period may apply during the first year of employment and induction and support programs provided.
- Detailed information on all terms and conditions of employment is available on the Department's Human Resources website at <http://www.education.vic.gov.au/hrweb/Pages/default.aspx>

Other Information

Application Instructions

Applicants may structure applications in the manner they choose, but should ensure that the following are addressed and included:

- A Cover Letter
- A response to the key selection criteria and position details. (Maximum of 3 pages)
- a CV with a summary of experience and qualifications
- the names and contact details of three referees in relation to the key selection criteria
- Please include a header or footer with your name and job number on each page

Please submit an application through Online Registration at www.education.vic.gov.au/schooljobs

Applicants may apply with an emailed copy of their application to werribee.sc@edumail.vic.gov.au.

Further information about the College is available on our Website (www.werribeesc.vic.edu.au) including the "College Strategic Plan".