



POSITION HOLDER:	Vacant
SECTION:	Middle School
POSITION REPORTS TO:	Head of Middle School
REPORTS TO POSITION:	Nil
CLASSIFICATION:	Classification to be determined based on qualifications and experience as outlined in The Friends' School (Teachers) Enterprise Agreement 2024
STUDENT CARE:	Yes
PERIOD OF APPOINTMENT:	Permanent
PERCENTAGE OF FULL-TIME:	100%

P U R P O S E

This role will work proactively, collaboratively and responsively to support the Middle School's connected and cross-disciplinary learning program. Through a flexible combination of timetabled classes, small group and co-teaching, the Teacher of English, Humanities and Literacy will work with teams and individuals, with opportunities for collegial and pedagogical coaching. In addition to specific teaching duties, the role will also include the opportunity to help realise our vision for the Middle School Library as a connected and agile hub for learning.

P R I M A R Y D U T I E S A N D E X P E C T A T I O N S O F A L L T E A C H E R S

- To ensure that you report any child safeguarding issues with the appropriate mandatory reporting processes and promote a culture where children feel empowered to voice their concerns in creating a child safe environment.
- An understanding of Australian Curriculum trends and pathways from Kindergarten to Year 10, coupled with experience in current methodology and in teaching Australian and international students is highly desirable.
- Teaching practices which align with The Friends' School's Learning Principles, Learning Partnership Understanding and Purpose and Concerns, as well as the Quaker ethos.
- Knowledge, acceptance and implementation of School Policies and Guidelines.
- Demonstrate ethical standards of behaviour in dealing with colleagues, students, families and all School matters.
- Knowledge and implementation of relevant curriculum and engaging pedagogy that is current and comprehensive.

- Knowledge of the theory, practice of and the implementation of authentic student assessment which also adheres to the School's requirements in reporting student progress to students and their parents.
- Willingness to teach across a range of disciplines (Years 7-12) if qualified to do so.
- Commitment to the School's professional learning program and alignment with the School's Improvement Plan and strategic priorities.
- Ability to work positively and collaboratively as part of a team, including involvement in moderation, and provide support for colleagues.
- Ability to communicate effectively and maintain respectful relationships with students, staff, parents and groups from the wider community.
- Adherence to the School's expectations in regard to pastoral care and support for students, by demonstrating the required skills and disposition.
- Commitment to expectations in regard to co-curricular activities, meetings, supervisory duties, Assemblies, Gatherings and routine administrative duties.
- Willingness to participate in School decision-making and administrative processes in a way that is constructive and supportive of other staff.
- Complete all required professional learning and meet administrative/reporting deadlines.
- Behave and work in alignment with the most up-to-date version of the *Expectations of Teachers at The Friends' School* and all requirements of the Tasmanian Teachers Registration Board.

SPECIFIC DUTIES AND EXPECTATIONS OF
TEACHERS OF ENGLISH, HUMANITIES AND LITERACY

- Be an inspiring and engaging teacher of English, Humanities and Literacy in Years 7 and 8.
- Actively participate in developing programs for English, Humanities and Literacy that are in keeping with the Australian Curriculum, Tasmanian Certificate of Education, International Baccalaureate Diploma Programme and the syllabus guidelines at The Friends' School.
- Participate in the pastoral care system, normally by being a Key Teacher of a group of students.
- Initiate and engage in professional discussions with colleagues in a range of forums to evaluate practice directed at improving professional knowledge and practice.
- Work collaboratively with colleagues to plan, evaluate and grow learning and teaching programs to create productive learning environments that engage all students and enhance the education outcomes of students.

- Provide support to students and teachers to develop information literacy skills and understanding to ensure academic integrity and copyright compliance.

KEY RELATIONSHIPS

- Learning Leaders
- Deputy Heads of Middle School
- Colleagues
- Students and parents

DELEGATIONS

- Nil

SELECTION CRITERIA

1. Demonstrate an understanding of the [10 National Child Safe Standards](#) which strive to protect children and young people from abuse and neglect.
2. Demonstrated breadth of curriculum and pedagogical knowledge and the skills and capacity to innovate, develop and deliver Middle School curriculum, with a focus on English, Humanities and Literacy.
3. Demonstrated capacity to work proactively and responsively with teams and individuals to support pedagogical growth and the Middle School's connected and cross-disciplinary learning program.
4. Show a demonstrated commitment to the pastoral care of students in all relevant contexts.
5. Demonstrated commitment to ongoing professional and personal growth and a willingness to engage in both internal and external professional learning with colleagues.
6. Show a demonstrated commitment to co-curricular programs within a school environment.
7. The ability to work safely in a school environment and be fit to carry out the inherent requirements of the position.
8. Show Strong support for the Purpose and Concerns and ethos of The Friends' School as well as the Learning Principles and Learning Partnership Understanding.
9. Must hold a current Tasmanian Working with Vulnerable People registration (employment) and a current Teachers Registration Board Tasmania registration.

C O N F I D E N T I A L I T Y

A school environment is one where you will have access to highly confidential information, therefore it is critical for the school to explicitly state the following:

Definition

Confidential Information includes, with the exception of information in the public domain, any information:

- disclosed to you by or on behalf of The Friends' School;
- which comes into your possession, or is generated by you, in the course of your employment, whether or not the information was originally supplied by The Friends' School;
- relating to the dealings, financial arrangements, transactions, general affairs, details of suppliers, staff members, agreements entered into with The Friends' School and the financial position of The Friends' School and other matters that do or may affect the financial position or reputation of The Friends' School; and
- relating to internal management of The Friends' School, the structure of The Friends' School businesses, The Friends' School personnel, policies, strategies, plans, or aspects of its future activities.

Your obligations

You are expected to:

- use Confidential Information solely for the purpose of performing your duties;
- take all reasonable precautions as may be necessary to maintain the confidentiality of Confidential Information;
- not remove any Confidential Information from the school's premises without its prior consent;
- not (except in the normal course of carrying out your duties) copy or duplicate any Confidential Information without the consent of The Friends' School and
- immediately notify The Friends' School of any suspected or actual unauthorised use, copying or disclosure of Confidential Information.

Signed acceptance of the above position description.

Name:

Date:

Signature: