



EMPLOYMENT OPPORTUNITY

Currently available

LEARNING SUPPORT TEACHER SECONDARY

Toongabbie Christian College is a Kindergarten to Year 12 co-educational College in the western suburbs of Sydney. The College is a ministry of Toongabbie Baptist Church. Our purpose is to function as a Christian community in supporting families by providing quality education to develop the whole person in a Christ-centred, caring environment for life and eternity.

Toongabbie Christian College seeks to appoint a **Learning Support Teacher Secondary** who will:

- Maintain a commitment to a faithful walk with the Lord Jesus Christ
- Demonstrate ongoing commitment to the College's Purpose and Purpose Statements
- Commit to a growing understanding of the place of education, teaching and learning from a Biblical Worldview
- Set an example to students, staff and parents/carers in matters of faith and conduct

The Role

- This is a permanent full-time position
- **Commencement date:** ASAP (by negotiation)
- **Remuneration:** In accordance with the current NSW Christian Schools Teaching Staff Multi-Enterprise Agreement
- Teaching qualifications relevant to the role
- Experience supporting students with diverse learning needs, preferably in a school setting
- Desirable will be Post-Graduate qualifications in Special/Inclusive Education

Application documentation must include:

- **Only applicants eligible to work in Australia may apply for this position**
- Completed and signed Toongabbie Christian College Teaching Staff Employment Application form available at www.tcc.nsw.edu.au
- CV to demonstrate suitability for the position, outlining AV experience in detail, including qualifications, relevant experience, current position responsibilities and employment history
- Current Working With Children Check (Employment) or an ability to obtain such a check
- Evidence of a First Aid credential or a commitment to obtain such a credential by the commencement date
- Desirable will be Post-Graduate qualifications in Special/Inclusive Education

Application process

- Submit application via email only to employment@tcc.nsw.edu.au
- Indicate in subject line the following: **Application: Learning Support Teacher Secondary**
- **All documentation submitted as a single PDF document**
- Specific enquiries regarding this position may be addressed to Mrs Caroline Bovis, Head of Learning Support Secondary on (02) 8863 2952 or cbovis@tcc.nsw.edu.au
- There is no closing date for applications. Applications will close when a suitable applicant is found

Selection process

- Interviews for this position may occur upon receipt of application

The College as a Safe School Organisation actively promotes the safety and wellbeing of all children. We are committed to protecting children from abuse or harm, in accordance with our legal and ethical obligations including Child Safe Standards. All applicants need to have a current Working with Children Check or be eligible to obtain a WWCC by the time employment commences.

ROLE DESCRIPTION

LEARNING SUPPORT TEACHER SECONDARY

1. PURPOSE OF THIS ROLE

A teacher has the responsibility to ensure that students gain the knowledge and skills they require to become effective learners and ultimately effective and responsible citizens, by meeting the high standards of professional and ethical behaviour required by the College, parents/carers, public and the profession itself. A teacher at Toongabbie Christian College needs to perform the above displaying a total Commitment to the Biblical Worldview of the College based on God's Big Story. In addition, a Learning Support Teacher in the Secondary School will identify, support and monitor students with diverse learning needs. They engage with relevant stakeholders to ensure students with learning needs have access to learning opportunities forming part of the Secondary Learning Support Team.

2. REPORTING RELATIONSHIPS

- Reports to _____ Principal
- Direct Report _____ Head of Learning Support Secondary*
- This position _____ Learning Support Teacher Secondary
- Non-reporting relationships _____ Deans of Students
Dean of Curriculum Secondary
Dean of Secondary Operations
ICT Operations Manager
Curriculum Compliance Administrator Secondary
Heads of Faculty Secondary
Secondary staff
Learning Support Team Secondary

*The Head of Learning Support Secondary reports to the Deputy Principal Secondary

3. PERSON AND PROFESSIONAL ATTRIBUTES

- Model Jesus to their students.
- Display energy, creativity and the ability to inspire students.
- Passionate and enthusiastic educator and mentor.
- Patient and caring when interacting with young people.
- Outstanding practitioner with a proven track record of student support and achievement.
- Encourages intellectual inquiry in students.
- Excellent interpersonal skills demonstrating the ability to interact, liaise effectively and establish positive working relationships with staff, students and parents/carers.
- Ability to work independently as well as collaborate in a team environment.
- Ensure confidentiality remains a high priority.
- Excellent written and verbal communication skills.
- High level competency to implement technology in curriculum delivery.
- Demonstrate the use of data to inform teaching and learning.
- Adaptable, flexible, organised and motivated.

- High level literacy skills.

4. RESPONSIBILITIES

Demonstrated commitment to

- Maintain a commitment to a faithful walk with the Lord Jesus Christ.
- Demonstrate ongoing commitment to the College's Purpose and Purpose Statements.
- Commit to a growing understanding of the place of education, teaching and learning within a Biblical Worldview.
- Set an example to students, staff and parents/carers in matters of faith and conduct.

Teaching and Learning – Learning Support

- Perform all of the usual duties of a teacher underpinned by the College's Biblical Worldview.
- Identify, assess, support, monitor and evaluate students' individual learning needs, in collaboration with other relevant members of the College Community.
- Collaborate with teachers to engage students with diverse needs in a positive, effective and inclusive teaching and learning environment.
- Provide professional support and advice to Secondary staff to identify and implement reasonable adjustments for students with identified learning needs.
- Provide regular and informative feedback to students with learning needs in terms of their progress.
- Support students individually, in small groups and within classroom settings, across a variety of areas including literacy, numeracy, behaviour management, organisation and social skills development.
- Implement effective classroom management skills and pedagogy to ensure students with learning needs/ are actively engaged in their learning.
- Provide direct instruction or deliver adjusted learning programs to students individually or in small groups.
- Develop Individual Education Plans for students in consultation with relevant stakeholders.
- Organise special provisions for examinations, including organising readers and writers for internal and external assessments, and liaise with NESAs as required.
- Utilise appropriate ICT to enhance teaching practices for students with diverse learning needs.
- Engage with data to inform teaching and learning practice.
- Maintain detailed and accurate records in line with College and legislative requirements to enable informed reporting representing student progress.
- Maintain confidentiality in relation to all matters concerning student's learning and private family circumstances.
- Develop and maintain a strong working knowledge of current best practice in the field of Inclusive Education.
- Up-to-date knowledge of NCCD policies, procedures and requirements.

Professional Commitment

- Engage in the professional learning program designed by the College with a focus on continuous improvement.

- Commit to professional engagement with colleagues in the Secondary School and in K-12 professional learning.
- Show interest in contemporary developments in the education sector.
- Engage collaboratively with Secondary staff to develop teaching and learning programs as applicable to students with learning needs/disabilities.
- Ensure curriculum compliance and administration engagement is accurate and timeous meeting NESA and College requirements.
- Participate in the College's staff appraisal and development process.

Safe and Supportive Environment

- Commitment to, and understanding of, the duty of care owed to students.
- Prioritise student safety.
- Actively manage safe student use of ICT.
- Engage with the parents/carers of students in terms of student learning and pastoral care.
- Ensure students adhere to College standards and expectations in reference to behaviour and respectful relationships and engagement.
- Ensure students meet the requirements in terms of wearing the College Uniform and personal care.
- Value the diversity of the Student Body.
- Follow at all times child safe practices, adhering to relevant legislation, training and policies & procedures when interacting with students.

General

- Actively embrace College-life and related activities.
- Engage with the extra-curricular activities and events during and outside of school hours.
- Attend curriculum and administrative meetings as directed.
- Participate and lead prayer and devotions as directed.
- Participate in corporate worship as directed.
- Attend compliance sessions as directed by the Principal.

5. AGREEMENT

This role description is intended to describe the general nature and responsibility of work in this role. These statements are not constructed as an exhaustive list of all duties, tasks and skills required for this role. This role description should be read in conjunction with the employee's current conditions of employment and the provisions of the current NSW Christian Schools Teaching Staff Multi-Enterprise Agreement.

Employees will also be required to follow any other role-related instructions and College policies & procedures and to perform other role-related duties requested by the Line Manager (Head of Learning Support Secondary) to support the College's compliance with legislative obligations.

The Line Manager (Head of Learning Support Secondary) may, in consultation with the employee, vary the responsibilities of the role as required, but within the skills and responsibility levels appropriate to the role.