



Billanook College

Growing and Caring

POSITION DESCRIPTION – CASUAL RELIEF TEACHER

As a school in the tradition of the Uniting Church in Australia, Billanook College's Mission is to develop a dynamic, caring learning community which fosters the growth of the whole being of each girl and boy – in body, mind and spirit; providing a range of pathways to life-long learning through and beyond academic excellence.

At Billanook, our staff are central to our Mission. We aim to recruit and sustain a workforce focused on the shared vision of Billanook College.

Casual Relief Teachers (CRT) must have the skills of a progressive 21st century educator, able to make the most of a BYOD environment, with the qualifications and capabilities to deliver curriculum material provided for a class and to provide a duty of care to students in the absence of the regular teacher.

The Casual Relief Teacher will:

- Facilitate learning consistent with the College's mission, vision and values
- be responsible for providing a duty of care and normal learning environment in the classroom for students whilst the regular teacher is absent
- deliver the curriculum material provided by the absent teacher
- to mark the class roll electronically every period
- maintain the expected standard in learning and behaviour, in and outside of the classroom, through support for and implementation of the College policies and procedures
- undertake yard duty and other supervision duties as required

KEY SELECTION CRITERIA

- Supportive of the values of Independent education.
- Qualified teacher with appropriate tertiary qualifications. Other appropriate post-graduate qualifications well regarded.
- Well versed in individual learning styles and preferences.
- Comfortable with and confident in utilising appropriate technologies for learning. Familiarity with an eLearning environment essential.
- Innovative in approach, able to enthuse and generate a passion for learning.
- Preparedness to participate in the pastoral, sporting and co-curricular program.
- Sound understanding of the Child Safe Standards and other mandatory reporting requirements as they apply to Victorian Schools, and a strong commitment to providing a child safe environment at all times.
- Commitment to the principles of equal opportunity and equity in education.
- Current registration with the Victorian Institute of Teaching (VIT).

TERMS AND CONDITIONS

The terms and conditions of employment are set out in the *Billanook College (Teachers) Certified Agreement 2013* and the *Educational Services (Teachers) Award 2010*. The successful candidate will be provided with an induction that sets out the expectations and requirements of employment at the College. Child protection legislation requires preferred applicants to be subject to employment screening. Billanook College supports the principles of equal opportunity employment and encourages diversity in the workplace.



APPLICATIONS

Please forward a letter of application and a Curriculum Vitae detailing qualifications, employment history and experience together with the names of at least two referees who are able to comment on your recent employment experience, including your suitability to work with children. **Please email your application as one file in PDF format.**

Applications to be addressed to:

Mr Roger Oates, Principal

Billanook College Ltd

197-199 Cardigan Road

Mooroolbark, 3138

Email: karin.thompson@billanook.vic.edu.au

Closing date: Friday 26 May 2017 at 5.00pm.

