

## DUTY STATEMENT TEACHER

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**Responsible to:** Principal  
**Reports to:** Deputy Principal - Learning and Teaching

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### Overview

All teaching positions at Sacred Heart College are appointed by the Principal and are based on the Christian model of servant leadership exemplified by Jesus Christ and given witness to by Catherine McAuley and the Sisters of Mercy.

Each Sacred Heart College staff member is expected to be committed to the core values of Compassion, Respect, Hospitality, Courage, Justice and Service.

In their teaching, all Sacred Heart College staff should be committed to the development and nourishing of respectful relationships with all members of the school community – students, staff (teaching and non-teaching), parents and families.

### College Vision

Sacred Heart College Kyneton is committed to building an inclusive community that proudly celebrates its faith tradition and Mercy ethos. Our students will aspire to excellence in their studies and will develop a lifelong love of learning as global citizens.

### Teacher Responsibilities

Teachers at Sacred Heart College, Kyneton are professional educators whose work is guided by the values of the Christian tradition and the Sisters of Mercy. They will support each student to grow holistically into young adults – academically, socially, spiritually, physically and psychologically.

Teachers at Sacred Heart College, Kyneton are highly competent, passionate and engaged in their practice. They work hard to inspire students to be critical and deep thinkers, as well as problem solvers and responsible contributors to the global community. They ensure the best possible learning environment for students and are committed to their own continued growth as a teacher.

The following duties are aligned to the major areas of responsibility:

<b>Faith Community</b>	<ul style="list-style-type: none"> <li>• Accept the Catholic ethos and education philosophy of the school.</li> <li>• Maintain and clearly articulate a Catholic faith point of view.</li> <li>• Promote knowledge of the rich traditions of the Catholic Church.</li> <li>• Initiate, develop and implement strategies to promote the Catholic identity of the school.</li> <li>• Foster interpersonal relationships that reflect the Christian values of love, respect, justice, hope and service.</li> </ul>
<b>Learning and Teaching</b>	<p>All Sacred Heart College teaching staff are expected to contribute to the planning, development, implementation and evaluation of the College curriculum, including differentiated curriculum that caters for individual learning needs.</p>

	<p>Additionally, a Sacred Heart College teacher will</p> <ul style="list-style-type: none"> <li>• Promote and model quality teaching and learning.</li> <li>• Actively engage and participate in curriculum initiatives.</li> <li>• Actively support the Learning Leaders in producing high quality curriculum, reporting and assessment documentation and meeting set deadlines.</li> <li>• Attend and positively contribute to Learning Area meetings and engage in learning reflection discussions.</li> <li>• Use school data to improve student outcomes through enhanced teacher pedagogy and student engagement.</li> <li>• Monitor the progress of each student and provide meaningful and regular feedback to each student on their progress.</li> <li>• Understand and adhere to state and national course requirements including the standards of professional practice.</li> </ul>
<b>Pastoral Care and Child Safety</b>	<ul style="list-style-type: none"> <li>• Understand and comply with legislated Child Safety requirements.</li> <li>• Foster Restorative Practices and interpersonal relationships that reflect our Mercy values.</li> <li>• Comply with the policies and directions contained in the Sacred Heart College Handbook.</li> <li>• Observe the College's Code of Behaviour at all times in order to be a positive role model to colleagues and students.</li> <li>• Proactively monitor and support student wellbeing</li> </ul>
<b>Co-curricular activities</b>	<ul style="list-style-type: none"> <li>• Engage in the camps and extra-curricular program of the College.</li> <li>• Proactively encourage students to participate in co-curricular activities</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Be aware of and fully apply all the College Occupational Health &amp; Safety Policies and Procedures in the workplace on a daily basis.</li> <li>• Double vaccinated for Covid19 as per current health orders</li> <li>• Maintain currency of mandatory reporting certification, anaphylaxis training and other certifications as required.</li> <li>• Other duties as directed by the Principal</li> </ul>
<b>Team Memberships</b>	<ul style="list-style-type: none"> <li>• Learning Area</li> <li>• Year Level</li> </ul>

## Selection Criteria

Sacred Heart College teachers can articulate and demonstrate a commitment to the following selection criteria:

- Understanding of and commitment to the mission, values and Catholic identity of Sacred Heart College
- Demonstrated understanding of the College commitment to a child safe environment and practices
- A commitment to innovation and a culture of ongoing improvement
- Demonstrated understanding of curriculum content and contemporary applications
- A commitment to exemplary pedagogical practice and self-reflection
- Demonstrated understanding of the importance of data to inform effective learning and teaching
- Commitment to collaborative and collegial work practices
- Willingness to lead in the classroom and with colleagues
- Outstanding written and oral communication skills

<b>Role Description Developed</b>	<b>October 2024</b>
<b>Rose Description Review</b>	<b>October 2025</b>
<b>Reviewed by</b>	<b>Principal, Deputy Principal – Learning &amp; Teaching</b>