

Junior School Teacher (Casual Relief)

Purpose and Outline of Role

Junior School Teachers (Casual Relief) are engaged on a casual basis to temporarily replace absent Junior School Classroom Teachers who may be on leave. Their primary responsibilities are to deliver the curriculum material provided by the absent teacher and to provide a duty of care to the students in the absence of the regular teacher.

The casual relief Junior School Teacher will be expected to be able to teach high quality programs across K-6 and play a key role in student wellbeing and in the daily operations of the School.

Reporting Relationships

The Casual Relief Junior School Teacher is responsible ultimately to the Principal and reports directly to the Head of Junior School. They will work closely with the other Junior School Classroom Teachers as well as with other staff in the areas of curriculum, differentiation, specialised learning (gifted and special education) and specialist subject teachers.

Employment Basis

This is a casual relief teaching position. Casual relief teachers are employed for either a half or full day. Normally, a full day would be from 8.00am – 4:00pm.

Role Responsibilities

Expectations

- Use effective teaching strategies that meet the needs of all students
- Manage challenging behaviour and address discipline issues promptly, fairly and respectfully
- Ensure students' wellbeing and safety, complying with school and regulatory requirements
- Promote safe, responsible and ethical use of technology
- Set and sustain high expectations for all students
- Use a range of assessment strategies, both formal and informal
- Contribute to the School's culture of ongoing reflection and professional learning
- Establish and maintain respectful and collaborative relationships with all stakeholders

Additional Responsibilities

- Complete additional duties, including but not restricted to playground and relief duties
- Carry out any additional duties as directed by the Principal or Head of Junior School.

Key Competencies

- Four-year trained teacher
- Experience in teaching across K-6 will be an advantage
- High quality teaching skills which support improvement and progress within each KLA
- Ability to incorporate the use of technology in the classroom
- Ability to design, implement and evaluate curriculum in accordance with School and NESA syllabus guidelines
- Ability to plan programs which cater for the varying needs of students in all areas of their development, including those with identified learning difficulties and/or high-potential learners
- Ability to create a positive, supportive and engaging classroom climate that meets the academic, social and emotional needs of all students
- Commitment and active contribution to a broad range of school activities, including extra-curricular programs

Personal Attributes

- Excellent written and oral communication skills
- High level organisational and planning
- Strong interpersonal skills and a flexible 'can do' approach
- Ability to develop constructive and trusting relationships with students which engender positive attitudes to learning
- High standard of professionalism and personal conduct consistent with the values and standards of Queenwood
- Ability to show initiative and to be proactive
- A demonstrated capacity to evaluate and critically reflect upon one's own professional practice
- Ability and willingness to contribute positively to the wider life of the School
- Commitment to upholding Queenwood's values and ethos

Applications

Please email applications and/or send enquiries to: employment@queenwood.nsw.edu.au
Applications not emailed to this address may not be considered.

The successful applicant must be legally permitted to work in Australia, hold a valid working with children clearance and be accredited with NESA to teach in NSW.

Applications should include:

- Your WWC number
- Resume & cover letter addressing the criteria / position requirements.
- Queenwood Teaching Staff Application Form
- Your email address
- Names and phone numbers of three confidential referees

Please note that Queenwood does not accept unsolicited applications from Recruitment Agencies. Should we require additional recruitment services, we will be sure to contact our preferred providers.