

Position Description

Digital Technologies Teacher



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School Vision	Discovering potential, striving for excellence, in a caring Christian community.
School Mission	The Good Shepherd Lutheran Primary School provides high quality Christ-centred education and pastoral care for children and their families. The School works in partnership with families to provide an environment in which children discover and develop their potential and utilise their unique talents to serve others in the world around them.
Position Title	Digital Technologies Teacher
Department	Specialists
Employment Type	0.8FTE to Full Time (to be negotiated with successful applicant)
Responsible To	Head of Specialists Director of ICT and eLearning Assistant Principal – Learning and Teaching Assistant Principal – Operations and Student Management Principal
Committee Membership	No compulsory Committee Membership
Position Purpose	
<p>Teachers are responsible for creating a positive and well-managed learning environment:</p> <ul style="list-style-type: none"> • In the classroom • In co-curricular activities • In their formal and informal interaction with students <p>In this way, each student is provided opportunities for learning to be maximised and is challenged to grow in knowledge and maturity, according to their potential.</p>	
Key Responsibilities and Duties	
<p>Digital Technologies Teacher:</p> <ul style="list-style-type: none"> • Deliver an engaging Digital Technologies program for Prep to Year 6 students. • Develop and maintain a Digital Technologies Curriculum that meets the requirements of the Australian Curriculum. • Plan and prepare thoroughly for day-to-day teaching of Digital Technologies lessons. • Be highly capable in a wide variety of digital technologies and their application in the classroom. • Be an active member of the team, demonstrating creativity and initiative to develop exciting learning experiences for all students. • Maintain a Work Program for units of study and lessons on a weekly basis. 	

- Monitor each students' progress and provide regular direction and feedback against specific learning criteria.
- Maintain accurate records of student's progress and development.
- Prepare written Student Progress Reports at the end of Semester 1 and 2.
- Maintain positive communication with parents with regard to student performance, achievement, behaviour etc.
- Regularly evaluate the various Digital Technologies programs you are responsible for.
- Foster within the students a love and appreciation of Digital Technologies.
- Provide opportunities and support student participation in enrichment activities within the Digital Technologies area.
- Attend and participate in Staff Meetings and Specialists Departmental Meetings.

At Good Shepherd Lutheran Primary School teachers will;

- Actively and publicly promote and support the Vision, Mission and Aims of the School.
- Initiate, lead and participate in whole school improvement.
- Exhibit exemplary teaching.
- At all times behave in a manner that is professional, demonstrating excellent interpersonal skills and the capacity for effective communication.
- Demonstrate a commitment to achieving best practice in matters relating to student wellbeing, curriculum delivery, feedback, assessment and reporting.
- Inspire and encourage students to have high expectations and value excellence in all aspects of school life.
- Work effectively with any relevant coordinators, committees, working parties, teams and individuals to develop, plan, implement and continually evaluate curriculum, pastoral care and faith development programs.
- Comply with the following School policies (Code of Conduct, Code of Ethics for Safe and Professional Relationships, Principles of Learning and Teaching, Child Protection and Safety Policy and Child Safety Code of Conduct).

Teachers will maintain an effective learning environment through;

- The preparation of varied lessons, which cater for the range of student abilities and interests.
- Interactive and effective use of technology to enhance pedagogy within the classroom.
- The setting of high academic expectations related to standards of student performance.
- Demonstrating knowledge, competence and confidence within the curriculum.
- Providing accurate and comprehensive assessment data in relation to each student.
- Proactive communication of student progress and achievement with parents.

At Good Shepherd Lutheran Primary School teachers will;

- Encourage the development of self-esteem, resilience and self-worth in all students.
- Identify learning strengths and needs of individual students.
- Share matters of student concern with relevant Heads of Department, Assistant Principals and Principal.

- Participate in the co-curricular life of the School.
- Attend to other duties as required by the Principal.

Child Protection

Good Shepherd Lutheran Primary School has a zero tolerance for child abuse and is committed to acting in children's best interests and keeping them safe from harm. The School complies with all relevant child protection laws and regulations and has implemented a comprehensive Child Protection Program in order to maintain a child safe culture. The School promotes the safety, wellbeing and inclusion of all children, including those with a disability, those who are from a culturally or linguistically diverse background or those who are of Aboriginal heritage.

Good Shepherd Lutheran Primary School regards its child protection responsibilities with the utmost importance. The School is proactive in educating staff to recognise and act upon signs of child abuse. All staff members are expected to understand and comply with the following School Policy Statements;

- Good Shepherd Lutheran Primary School Child Protection and Safety Policy
- Good Shepherd Lutheran Primary School Child Safety Code of Conduct
- Good Shepherd Lutheran Primary School Code of Conduct – Staff Members
- Good Shepherd Lutheran Primary School Code of Ethics for Safe and Professional Relationships

Qualifications

Essential:

- Teaching qualifications and training that satisfy registration with the Victorian Institute of Teaching.

Desirable:

- Tertiary qualifications in IT or similar.

Knowledge and Experience

Essential:

- Knowledge and experience in planning and delivering a curriculum that develops 21st Century leaning skills, with a particular emphasis on the areas of collaboration, creativity, critical thinking and communication.
- Knowledge of Australian Curriculum Technologies – Digital Technologies and General Capabilities – I.C.T.
- Knowledge and experience in delivering eSafety content. eSafety within our school is underpinned by our Christian ethos and stems from our care and concern for our student's wellbeing. Our belief in this approach to eSafety grows out of a context of respect for the mutual rights and responsibilities of each individual.
- Provide explicit teaching to ensure students have sound ICT skills to enable the use of devices in classrooms to focus on enhancing learning.
- Ability to evaluate the use of software to ensure it benefits student learning as students progress from Prep to Year 6.

Desirable:

- Understanding of teaching within a Christian education environment.
- Intermediate to advanced level of proficiency in the following software:

- Microsoft Windows 10
- Microsoft Office Professional 2016 Suite – Word (mail merge), Excel (spreadsheet formulas), Publisher, Powerpoint
- Google Apps – Gmail, Google Drive, Shared Drives
- Basic coding or programming experience using student appropriate software such as Edblocks for Edison Robots, Tinkercad for 3D Printing, Edscratch or Kodable
- Intermediate to advanced level of proficiency in the following devices/peripherals:
 - Chromebooks, Chrome Tabs and iPads
 - 3D Printers
- Experience working in Software Management within a School environment, including:
 - Evaluation of software suitability
 - Helpdesk support for software use in the classroom
- Experience working with Audio Visual and Sound technologies such as Allen Heath Sound Desk and performances.
- Experience providing IT Helpdesk Support, such as resetting passwords, setting up logins, data rollover, etc.

Skills and Personal Qualities

You will be able to demonstrate:

- Commitment to maximising student learning as demonstrated through the delivery of high quality teaching.
- The ability to work as an effective team member with an understanding of and interest in the entire Digital Technologies program.
- Outstanding knowledge of digital technologies.
- Capacity to be innovative in the differentiation of learning experiences for students.
- Capacity to develop sustained and trusting relationships with staff members, students and parents.
- Commitment to collaborate with members of staff to build a team environment that supports students' learning.
- Commitment to personal professional development.
- Understanding of and commitment to the ethos of Christian school education.