



# Emmaus Christian School

## Position Description – Early Childhood Teacher

### **1. FTE – 0.4 Part time Position**

### **2. Purpose of the Position**

Emmaus' teachers are significant role models and their teaching is more than transferring curriculum and knowledge about the world around us. It is teaching students how to respond to and live out that knowledge.

Staff at Emmaus are committed Christians who know the gospel and love the Lord Jesus. This is foundational to who we entrust the teaching of our students to. Emmaus teachers are responsible for preparing lesson plans including the design, delivery and assessment of educational programs to students. They will maintain a positive and safe classroom learning environment and be involved with student supervision and other related duties. They ought to keep student good records and carry out associated administration and compliance tasks as per the Staff Handbook. They participate in excursions and other co-curricular activities. Teachers foster strong and engaging partnerships with parent and the wider community and their conduct reflect a deep consistency between public and private life.

The successful applicant will work in a team of educators to support the early learning of our pre-schoolers and partner with parents for the best outcome for our preschool children.

The Early Childhood Teacher will work with several key staff within the Preschool and broader teaching and Executive of Emmaus Christian School.

### **3. Reporting Relationships**

#### **3.1. Reports to Principal through the:**

- Director of Preschool

### 3.2. Other key (non-reporting) relationships:

- Executive
- Senior Staff
- Other Preschool Staff including teachers and support staff
- Emmaus Families
- Admin and support teams

## 4. Responsibilities

### 4.1. Demonstrated commitment to:

- A faithful walk with the Lord Jesus Christ and membership of an evangelical Christian church.
- The school's vision, core values and strategic priorities.
- A growing understanding of the place of education, teaching and learning within a Biblical view of the world.

### 4.2. Accountable for:

- The educator will be accountable for, yet not limited to, ensuring a play-based program in keeping with the preschools style of doing education is implemented, ensuring the safety of children, working cooperatively and collaboratively with the preschool team and supporting children's learning.

### 4.3 Key Responsibilities

- Design, delivery and assessment of educational programs for students and lesson planning
- Monitor and evaluate children's learning, assessment and reporting of student's learning and development
- Maintenance of a positive and safe classroom learning environment, in accordance with the child safe standards
- Assisting in the training of new staff, and maintain a supporting work environment
- Involvement in student supervision and other related duties, updating of student records and associated administration and compliance task,
- Participation in school excursions and other co-curricular activities
- Foster healthy parent, community relationships and liaison.
- Collaboratively contribute to leadership, management, review and delivery of educational program, attend staff meetings, parent teacher interviews, pastoral care and student welfare, attend and participate in professional learning.

### 4.4 Other Duties

- Ensure a distinctive Christian Worldview underpins all teaching programs, policies and relationships.
- Promote an inclusive educational environment that provides additional support for individual students and their learning needs, attend professional learning needed to support high needs children and work with inclusion support to plan where needed
- Plan and implement a range of teaching programs to support learning
- Teach an area of the framework relevant to the year level
- Implement strategies to achieve targets related to student learning outcomes, sometimes working with allied health professionals
- Maintain records of class attendance and recording student progress

- Implement effective student management consistent with the school's policy and procedures
- In consultation with the Director plan professional goals and work towards these.
- Supervising a range of student activities including support and welfare programs
- Contributing to a range of co-curricular programs, or events outside of school hours
- Development, review of and reporting on Individualised Learning plans with parents, staff and external consultants
- In collaboration with the Director of Preschool -, utilise student data to identify students with diverse learning needs. Plan, implement, monitor and review evidence-based interventions.
- All other involvement as per Offer of Employment

## **5. Important Criteria Relating to the Position**

- Required:
  - Relevant tertiary qualifications such as a Bachelor of Early Childhood Education holding the required TQI registration.
  - Demonstrate up-to-date knowledge of pedagogy
  - Ability to work cooperatively and collaboratively as part of a broader team.
  - Possess outstanding interpersonal and communication skills, with demonstrated ability to build rapport and interact effectively at all levels of the organisation, internally and externally – underpinned by patience, active listening and compassion
  - Not been convicted of fraud or any offence related to dishonesty.
  - Working with Vulnerable People card (or eligibility to obtain one prior to commencement)
  - Regular attendance at a Christian church and demonstrated faith and lifestyle commitment are expected.
- Desirable:
  - Knowledge of the independent education sector with previous experience in an independent school.
  - Demonstrate commitment to professional development and learning.

# 6. School Structure



## Emmas Organisational Diagram Executive/Leadership Team

