



Scotch College Adelaide is an Early Learning to Year 12 co-educational day and Boarding College, which aims to develop all aspects of each person to instil the capacity for life-long learning and a sense of community.

Scotch College is a high quality, learning organisation that:

- Respects its Scottish heritage
- Pursues and expects quality
- Understands the need for agility
- Values diversity and global connectedness
- Prioritises excellence in teaching and learning outcomes

Key to the achievement of this vision is the College's strategy of attracting and retaining the Best People.

POSITION DESCRIPTION

<i>Position name</i>	Mathematics Teacher
<i>Employment Status</i>	Replacement contract
<i>Tenure</i>	Contract – Term 4 2019
<i>Teaching load</i>	0.8
<i>Key Relationships</i>	Reporting to the Head of Faculty, this role will need to maintain collaborative relationships with faculty staff, academic leaders, parents and external stakeholders.

Position Objective:

Faculty teachers are responsible for providing effective teaching and pastoral care to students within their care. Although this position is an 8-12 mathematics role, experience in teaching Mathematical Methods and Specialist Mathematics, plus involvement in SACE moderation and/or marking would be highly beneficial.

Key Responsibility Areas:

1. Curriculum

- Teach the required curriculum in Mathematics from Years 8 – 11, adhering to the Australian Curriculum and SACE requirements
- Prepare and submit programs each semester in line with faculty guidelines
- Develop programs which cater inclusively to all students, supporting those in need of support as well as those requiring extension
- Remain up to date with key local and national developments within the areas of Mathematics Curriculum

2. Assessment and Reporting

- Assess and report on student achievement in line with the College assessment policy
- Maintain accurate and comprehensive records of student performance and achievement
- Utilise a variety of assessment methods within the Mathematics context
- Provide relevant and meaningful feedback, regularly and promptly, to promote student learning
- Provide parents/caregivers with meaningful reports on student achievement.

3. Teaching and Learning

- Provide sufficient enrichment activity that will support curricular programs to ensure achievement of our ambitious goals.
- Model exemplary teaching practice.

- Provide enrichment activities to support the academic program.
- Conduct formal parent interviews in accordance with the College schedule and other parent meetings as required or requested.
- Participate in the annual appraisal process, which includes students' surveys twice a year.
- Be an active participant in the College's Professional Learning Program.
- Feedback to be given continuously to students using the College Learning Management System.

4. *General*

- Contribute to the College's co-curricular program according to the Guidelines.
- Be a House Mentor.
- Attend all staff meetings.
- Be fully and actively involved in the life of the College, including community events, functions and promotional activities.
- Undertake other duties as required.
- Demonstrate a commitment to professional learning in relation to the requirements of this role.

Key Selection Criteria: Qualifications, Skills and Experience

Essential experience

- Experience related to the teaching of Mathematics (Years 8 – 12)
- Registration to teach in South Australia
- Certified evidence of mandatory notification training.

Essential qualifications, skills and knowledge

- A Bachelor's Degree or higher.
- Current Certificate in Reporting Abuse and Neglect – Education and Care.
- Provide First Aid Certificate.

Highly Desirable

- Experience in teaching Mathematical Methods and Specialist Mathematics and involvement in SACE moderation and/or marking.
- Proactive interest in innovative and emerging strategies and technologies.

Key Selection Criteria: Personal Attributes

- Proven ability to develop and maintain effective relationships with staff, students and parents from diverse backgrounds.
- Motivates and influences through communication and collaboration.
- A high degree of professional judgement and confidentiality.
- Superior organisational ability with demonstrated self-motivation and initiative in goal-setting, prioritising work and managing multiple tasks.
- Excellent interpersonal skills, including the ability to listen and communicate effectively across all areas and levels of a school community.
- Well-developed problem-solving skills and proven experience in creating solutions.
- Well-developed verbal and written communication skills.
- Demonstrated personal resilience, an ability to work in a demanding role, including work out of normal hours.

Conditions of Employment:

- All applicants must be eligible to work in Australia.
- All staff must satisfy child protection screening and adhere to Scotch's Child Protection policy and procedures.
- Work flexible hours to service the College's various activities, which will include occasional evening and weekend work.
- Some out of hours and weekend work will be required.
- Successful applicant will be employed under the Scotch College Enterprise Agreement

Finally

No position description can capture the complexity of tasks within a school. Therefore, this position description should not be seen as limiting and some flexibility is required when using this document for reference. There will be other tasks, not described above, that may be given to this position from time-to-time.

All positions evolve and change over time, and the school commits to regularly review and update position descriptions to accurately reflect the contribution of employees.