

## POSITION DESCRIPTION

<b>Position name</b>	<b>French Teacher (Middle and Senior Years)</b>
<b>Employment status</b>	Fixed term replacement contract
<b>Tenure</b>	20 July 2026 – 8 December 2027
<b>Fraction</b>	0.8-1.0fte (negotiable)
<b>Key Relationships</b>	Reporting to the Head of Faculty – Languages, this role will collaborate with secondary students, faculty staff and parents.

### Our Mission:

Scotch College Adelaide is an ambitious and aspirational independent coeducational ELC – 12 College that exists to know, nurture and challenge all within its community.

We value courage, integrity, inclusivity and an unwavering focus on tomorrow in all that we do to prioritise extraordinary outcomes for the diverse student population entrusted to us. A Scotch education is grounded in a sophisticated understanding of ourselves and others; and it is our wellbeing promise that underpins our learning, character, co- curricular and service programs from ELC to Year 12.

Wellbeing is embedded in everything we do, and we want our staff to be:

- able to flourish be physically adept, mentally resilient, intrinsically motivated, highly skilled,
- practicing effective work life integration, and
- demonstrating an adaptive capability which will enable the College to confidently embrace disruption.

### Position Objective:

This position is a fixed-term replacement appointment for an extended period of leave. Over the course of the tenure, the French Teacher will maintain continuity of learning and contribute to the ongoing delivery of high-quality teaching across the middle and senior years. Working within established curriculum programs, assessment frameworks and faculty practices, the role will focus on consistent, effective teaching, strong collaboration and the support of student wellbeing. As a temporary role, the emphasis is on sustaining established programs and contributing positively to faculty operations throughout the duration of the contract.

### Key Responsibility Areas:

#### 1. Teaching and Curriculum

- Teach French to students across the middle and senior years, modelling exemplary teaching practice
- Deliver lessons aligned to established curriculum programs and faculty guidelines
- Use inclusive teaching practices to support a range of student learning needs and to foster a positive, inclusive and orderly classroom environment
- Support student wellbeing in line with the College’s wellbeing program
- Maintain continuity of learning through consistent application of existing programs and resources

#### Scotch College Adelaide

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- Collaborate with colleagues to support smooth handover and shared practice during the replacement period.

## 2. Assessment and Reporting

- Assess and report on student achievement in line with College policies and timelines
- Maintain accurate records of student progress and achievement
- Use a variety of assessment strategies to monitor learning
- Provide timely, constructive feedback to students using the College learning management systems
- Contribute to parent communication, including reports and meetings as required.

## 3. Professional Practice and Collaboration

- Uphold child safety principles and professional boundaries at all times
- Work collaboratively within the Languages faculty and broader teaching teams
- Attend relevant staff meetings and planning sessions
- Engage constructively with feedback and guidance from faculty leadership
- Demonstrate professional judgement, reliability and adaptability
- Undertake other duties as requested.

## 4. Work Health Safety and Wellbeing

- Take reasonable care of, and cooperate with actions taken to protect the health and safety of self and others
- Report all incidents and hazards as soon as is practicable using the College's incident and hazard reporting system
- Read and adhere to all Scotch WHS guidelines and policies

# Key Selection Criteria: Qualifications, Experience, Knowledge and Personal Attributes

## Qualifications & Certifications

- Registration to teach with the Teachers Registration Board of South Australia (TRB SA)
- Attainment and maintenance of a valid Working with Children Check (WWCC) is essential
- Attainment and maintenance of the 'Responding to Risk of Harm, Abuse and Neglect – Education and Care' (RRHAN-EC) certification at the Masterclass level is essential
- Attainment and maintenance of the 'HLTAID012 Provide First Aid in an Education and Care Setting' First Aid certification is essential.

## Experience and knowledge

- Experience teaching French to middle and senior school students, including SACE level.
- Knowledge of the SACE curriculum

## Personal attributes

- Strong interpersonal skills with the ability to build trust, credibility, and collaborative working relationships across diverse stakeholder groups
- Motivates and influences through communication and collaboration
- A high degree of professional judgement and confidentiality
- Highly organised, with strong attention to detail and the ability to manage competing priorities
- Excellent interpersonal skills, including the ability to listen and communicate effectively across all areas and levels of a school community
- Excellent written and verbal communication skills.

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## Conditions of Employment:

- Must be eligible to work in Australia
- Must satisfy child protection screening and adhere to Scotch's Child Protection policy and procedures
- Position employed under the terms of the [Scotch College Adelaide Enterprise Agreement 2024](#).

## Finally

No position description can capture the complexity of tasks within a College. Therefore, this position description should not be limiting and some flexibility is required when using it for reference. There will be other tasks, not described above, that may be given to this position from time-to-time. The College commits to regularly review and update position descriptions to accurately reflect the contribution of employees.

Scotch College is a child-safe organisation and committed to the safety and wellbeing of children and young people. We undertake appropriate screening and suitability assessments to determine the commitment of applicants to supporting child safety and wellbeing values in practice.

Further, in applying for this role, you are asserting the accuracy and integrity of your application, including the full disclosure of any matter that may be inconsistent with the safety and wellbeing of young people, or bring the College into disrepute.

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