SUCCESS PROFILE

Teacher

METHODIST LADIES' COLLEGE

Vision:	An international leader of holistic learning and teaching
Mission:	Mentoring motivated learners to choose purposeful futures
Values:	Integrity, Mastery, Enterprise and Justice

Per Ardua Ad Alta – through striving to the heights

Reports to:

Head of Academic Department or Line Manager

Role Purpose:

The Methodist Ladies' College teacher provides the best possible education for each student within their classroom, contributes to the pastoral care and cocurricular programmes of the College, and is ultimately responsible for the welfare and learning of the students bringing to maturity their individual gifts.

Role Overview:

Promote an environment of dynamic, active and genuine learning, using a variety of effective teaching strategies, enabling the needs of all individuals in the classroom are met.

The MLC teacher will plan and present student centred and outcomes focused learning experiences which are designed to motivate, engage, educate and challenge the learner. They will aspire to be an international leader of holistic learning and teaching.

Top 7 Professional Skills and Competencies:

- Professional vitality, and pedagogical expertise
- Well-developed communication skills for all tasked interfaces
- Positive influence to achieve the College's Vision, Mission and Values
- Effective relationship management with all stakeholders, especially learners and colleagues
- Strong negotiation skills
- Excellent attention to detail
- Ability to handle sensitive information confidentially

Top 15 Professional Behaviours:

- Strives to achieve the College's Vision and Mission and live MLC's Values
- Demonstrates respect
- Self-motivated to achieve results
- Models optimism
- Practises accountability
- Takes initiative
- Solutions-focused
- Commits to improvement
- Shares own learning
- Creates transparency
- Keeps commitments
- Engenders trust
- Reflective
- Listens first
- Talks straight

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Role Responsibilities:

- Teachers are responsible for all students assigned to their care
- Maintain lesson plans, programmes, units of work, feedback and pastoral records on TA. Feed forward relevant information to the appropriate Head of Year, Assistant Principal, Deputy Principal, Principal as required, in the spirit of 'no surprises'
- Liaise with the appropriate support staff in the implementation of the curriculum. Closely monitor student academic progress, administer appropriate interventions (including differentiation strategies) and maintain up to date records on each student's learning, thereby enabling the needs of all individuals in the classroom to be met
- Liaise with Heads of Years regarding each student so as to be informed of student progress (holistically). Facilitate appropriate individualised remediation and extension activities as required
- Work collaboratively with the Head of Year and Head of Academic Department to encourage high aspiration and achievement (a success-oriented culture that prioritises individual excellence)
- Acknowledge successful learning outcomes and achievements in a variety of ways
- Maintain close and excellent communication with parents concerning the progress of their child
- Write formal academic records that conform to College and legislated guidelines
- Attend Parent/Student/Teacher Interviews, Celebration Nights, College Sunday, Assemblies and staff planning and professional learning and development days
- Undertake supervision duties as required, including sporting carnivals and school camps
- Record, promote and monitor pupils' attendance and punctuality, working within and complying with the College systems and procedures and state regulations
- Know each learner, displaying warmth, openness and personal support, developing trust
- Monitor behavior development, and be aware of any circumstances which lead to poor or erratic behavior
- Classroom management and teaching reflects effective practice
- Work collaboratively with other teachers to ensure a community spirit between classes, Learning Neighbourhoods and the Year Group
- Maintain professional confidentiality
- Effective participation in the co-curricular programmes of the College, and in accordance with College procedures
- Encourage students to be active participants in the co-curricular life of the College, and enable activities to be pursued in a manner consistent with the College's values
- Ensure equipment is available and maintained
- Other duties as directed by the Principal and/or Line Manager.

  Lesson time that has not been assigned to classroom teaching (DOTT) is provided for the purposes of:
  - lesson preparation
  - assessment of students' work
  - student mentoring/tutoring and meetings

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Success Indicators:
KPI 1: Plan and deliver learning experiences that clearly provide for differentiated learning, and demonstrate support of individual student needs (in or out of class, as required). **KPI2:** Develop excellent relationships with students, marked by mutual respect and professionalism and prioritisation of safety, including maintenance of adequate levels of supervision and standards of behaviour during activities. **KPI 3**: Provide timely and constructive feedback on assessments and class work to students and communicate regularly with parents to promote a positive partnership between home and School. **KPI 4**: Support the College's policies and procedures, and ensure all documentation complies with MLC standards. **KPI 5**: Through Learning Neighbourhoods and Year level teams maintain excellent collegial relationships and assist in the mentoring of staff new to MLC or new members your team. **KPI 6:** Demonstrate responsibility for identifying areas for personal and professional learning and development, including the development and maintenance of professional networks and associations outside of MLC.
Terms of Appointment:
Appointment Period: Ongoing

SIGNED: _____ DATE: _____
(HR People Services Manager)

SIGNED: _____ DATE: _____

NAME: _____
(Employee)