

## Selection Criteria and Position Description

**Position Title:** Full Time Primary Teacher

**Commencement Date:** Term 1, 2020

**Responsible to:** Principal

**Applications close:** Friday 29 November 2019 @ 3pm

All applications with supporting documents to be emailed to the Principal's Assistant:  
[janelleclarke@richmond.nsw.edu.au](mailto:janelleclarke@richmond.nsw.edu.au)

### Selection Criteria

#### Essential Criteria:

1. Relevant/Equivalent qualifications in accord with NSW Institute of Teachers requirements
2. Active participation in a local church and commitment to the Christian Faith
3. Commitment to Christian education
4. Highly developed written and verbal communication skills
5. Commitment to collaboration and team work
6. Demonstrated excellence in teaching and learning, including behaviour management and the integration of technology into the classroom
7. Demonstrated commitment to continued professional learning
8. Understanding of relevant child protection legislation
9. Current Working with Children Check clearance
10. Current First Aid Certificate

#### Personal Attributes

1. Consistently displays a love for Jesus and others
2. Values initiative and flexibility
3. Consistently displays integrity, humility and wisdom

## Position Description

### Position Objective

To deliver high quality educational outcomes in accordance with the College's mission and Ballina Christian Education Association Ltd vision and objectives.

### Vision Statement

A Christ centred learning community exploring and impacting God's world.

### Mission Statement

To assist parents in the nurture of their children, by providing a Christ-centred, biblically grounded, culturally engaging and academically rigorous education that instils hope and equips children to live for God's glory.

### Schedule of Duties

- Prepare and coordinate the program requirements for daily classroom activities, and participate in regular Program reviews with the Head of Primary.
- Deliver teaching programs and maintain a classroom environment that integrates Christian principles in accordance with the College's ethos.
- Participate as a member of the team to support the overall goals and objectives of the College.
- Maintain discipline in accordance with the school's policies.
- Promote a learning environment that maximises outcomes for individual students
- Ensure that legislative requirements are achieved through the reporting of incidents and compliance with Work Health and Safety and Child Protection legislation.
- Participate in staff meetings and parent interviews
- Participate in promotional events and evenings for the College
- Participate in roster requirements including playground duties, and other administrative functions.
- Provide a high level of support to other teachers and the Principal in the delivery of the College's educational outcomes.
- Participate in formal and informal professional development courses during non term time
- Undertake training in Christian education
- Integrate Christian principles into teaching outcomes
- Represent the College in a manner that is consistent with the aims and objectives of the Ballina Christian Education Association Ltd.
- Comply with the professional teaching standards in accordance with the NSW Institute of Teachers and participate in the College's Teacher Engagement program
- Complete allocated tasks on time and to the expected standards
- Be prompt in carrying out directives given by supervisor
- Compile and maintain all required classroom related documentation
- Comply with relevant legislative responsibilities

### Performance Appraisal

A Performance Appraisal will be conducted annually within the framework of the NSW Institute of Teachers competencies, and Key Performance Objectives based on the Selection Criteria.

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\*\*\* This description presents the major responsibilities required for this job title. The position may require the performance of additional duties as assigned. \*\*\*