**JOB DESCRIPTION**

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| **Agency** | Department of Education | **Work Unit** | Teaching and Learning Targeted Approaches |
| **Job Title** | Teaching and Learning Officer  | **Designation** | Senior Teacher 2 |
| **Job Type** | Full Time | **Duration** | Fixed from 01/01/2019 to 31/12/2020 |
| **Salary** | $117,989 | **Location** | Darwin |
| **Position Number** | 36877 | **RTF** | 154544 | **Closing** | 20/11/2018 |
| **Contact** | Deborah Hodgkin, Senior Manager, Literacy and Numeracy on 08 8944 9319 or deborah.hodgkin@nt.gov.au |
| **Agency Information** | [www.education.nt.gov.au](http://www.education.nt.gov.au)  |
| **Information for Applicants** | **Applications must be limited to a one-page summary sheet and an attached detailed** **resume/cv**. For further information for applicants and example applications: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/employment-templates-and-guidelines) |
| **Information about Selected Applicant’s Merit** | If you accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/information-for-applicants) |
| **Special Measures** |  The NTPS values diversity and aims for a workforce which is representative of the community we serve. Therefore under an approved **Special Measures** recruitment plan, ATSI applicants will be given priority consideration and preference in selection for this vacancy if they meet all essential selection criteria and are suitable at the position level. For further information: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/special-measures) |
| **Apply Online Link** | <https://jobs.nt.gov.au/Home/JobDetails?rtfId=154544>  |

**Primary Objective:** Build teacher, school and system capacity in the systematic teaching and learning of literacy, numeracy and Employment Pathways for Indigenous students in remote Northern Territory schools to achieve age benchmarks by accessing the Australian Curriculum.

**Context Statement**: Education Policy and Programs provide policy advice and support across the Northern Territory to Government and non-Government schools so that students engage, grow and achieve. Staff in Education Policy and Programs use differentiated approaches providing evidence based strategies to support schools in meeting the needs of students. Advice is provided to the Minister, Department of Education senior executive, regional personnel and school principals on issues of policy, procedure and performance as it relates to community; teaching, learning and assessment; vocational education and training; and cross agency and intergovernmental relations.

**Key Duties and Responsibilities:**

1. Work collaboratively to implement and quality assure teaching and learning activities and resources to improve literacy or numeracy or employment pathways and data analysis and professional learning. This includes training materials for educators in effective literacy/numeracy/employment pathways teaching and use of resources to maximise student outcomes.
2. Provide expert information and advice regarding literacy/numeracy/employment pathways’ resources and training to critical stakeholders including Education Policy and Programs, principals and teachers.
3. Collaborate closely with Teaching and Learning Targeted Approaches stakeholders to contribute to the delivery of key actions for the Indigenous Education Strategy by managing shared agendas in working towards mutually beneficial outcomes.
4. Develop and maintain comprehensive and effective professional networks and collaborative partnerships with colleagues and other stakeholders.

**Selection Criteria:**

### Essential:

1. Registration or capacity to be registered with the Teacher Registration Board of the Northern Territory with a demonstrated commitment to own professional learning.
2. Relevant recent experience in the delivery of literacy/numeracy/employment pathways programs or the delivery of professional learning incorporating evidence based curriculum, pedagogy and assessment practices for Indigenous Language Speaking students in remote school contexts.
3. Demonstrate high level of interpersonal, communication and negotiation skills including demonstrated cross-cultural skills, to build and maintain effective networks with a range of stakeholders including those in remote school contexts.
4. High level research and analytical skills in relation to educational programs and outcomes for students and demonstrated ability to focus on outputs and to adjust delivery mechanisms to meet deadlines and client needs by working both autonomously and as a member of an integrated team.
5. Demonstrated competency in the use of ICT for effective communication, records management, professional learning development and other work related tasks.

**Further Information:** This position is offered under office-based conditions and may involve travel to remote NT schools at different times for short periods.