

JOB DESCRIPTION

Agency	Department of Education			Work Unit	Quality Teaching and Learning
Job Title	Senior Manager Bilingual Education			Designation	Senior Teacher 4
Job Type	Full Time			Duration	Fixed to 31/12/2020
Salary	\$135,481			Location	Darwin
Position Number	35174	RTF	178037	Closing	15/12/2019
Contact	Sally Hodgson, General Manager, Quality Teaching and Learning on sally.hodgson@nt.gov.au				
Agency Information	https://education.nt.gov.au/				
Information for Applicants	Applications must be limited to a one-page summary sheet and an attached resume/cv For further information for applicants and example applications: click here				
Information about Selected Applicant's Merit	If you are selected and 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				
Inclusion & Diversity	The NTPS values diversity and aims for a workforce which is representative of the community we serve. We strongly welcome and encourage people from all diversity groups to apply and strive to accommodate people with disability by making reasonable workplace adjustments when required. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer.				
Special Measures	Under an approved Special Measures recruitment plan, Aboriginal and Torres Strait Islander 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.				
Apply Online Link	https://jobs.nt.gov.au/Home/JobDetails?rtfid=178037				

Primary Objective: The Senior Manager Bilingual Education is the department's officer responsible for the overall coordination and strategic leadership of bilingual education in the Northern Territory and is tasked with leading the development of a bilingual education policy for the Northern Territory.

Context Statement: Quality Teaching and Learning is a service delivery unit building teacher and school capability in teaching, training, assessment, reporting and certification to improve learning outcomes and post-school pathways for all NT students. It builds capability of teachers through the provision of mentoring and coaching support for relevant schools in curriculum, pedagogical practice, general capabilities and digital and data literacy including support for bilingual education and students from EAL/D backgrounds.

Early Years and Education Services (EYES) provides policy development advice and low incidence support across the Northern Territory to Government and non-Government schools, as well as strategically implementing a range of the Australian and NT Government early childhood education and care initiatives to improve the quality and integration of early childhood services. Staff in Early Years and Education Services liaise with and provide advice 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, early childhood education and care; vocational education and training; and cross agency and intergovernmental relations.

Key Duties and Responsibilities:

1. Provide effective management and coordination in the delivery of all endorsed bilingual programs and Indigenous Languages and Culture curriculum for the department.
2. Develop, fine tune and articulate a policy review for bilingual education and work with NT Board of Studies, designated bilingual schools, regions and their communities to translate the policy into goals, priorities and plans that result in improvements in the quality of student outcomes in English literacy and numeracy.
3. Initiate and oversee department processes for the collection and analysis of student performance data in line with the [T-12 Curriculum, Assessment, Reporting and Pedagogy Framework](#).
4. Conduct an audit process to moderate programs and confirm program outcomes.
5. Act as the key point of contact on bilingual education for the department across all education sectors.
6. Coordinate assessment of qualifications, professional learning programs and development of bilingual teachers, Assistant Teachers, linguists and instructors working in the bilingual education program.
7. Work collaboratively with Quality Teaching and Learning and across department divisions to ensure high quality bilingual educational delivery and accountability for all students in the designated schools with approved and funded bilingual programs.

Selection Criteria:

Essential:

1. Demonstrated capacity to lead, manage and coordinate complex programs in diverse cultural/socio-economic settings.
2. Demonstrated knowledge, qualifications, experience and potential to successfully carry out the role of Senior Manager Bilingual Education across the department.
3. Demonstrated capacity to develop, lead and manage system, region and school driven school improvement strategies in literacy and Indigenous Languages and Cultures from transition to Year 12.
4. Proven ability to work within and across Indigenous cultures and successfully develop effective partnerships with schools, parents, the community and external agencies.

Desirable:

1. Working knowledge of theories of language acquisition, bilingual learning, literacy and Indigenous Languages and Cultures. Successful experience teaching a Language other than English.
2. Familiarity with the wide variety of education contexts within the Northern Territory.

Further Information: Registration with the Teacher Registration Board of the Northern Territory and a Working with Children Ochre Card or the ability to obtain.