

JOB DESCRIPTION

Agency	Department of Education	Work Unit	Education NT
Job Title	Teaching Schools Coordinator	Designation	Senior Teacher 3
Job Type	Full Time	Duration	Ongoing commencing 01/01/2020
Salary	\$131,752	Location	Darwin
Position Number	25745 RTF 176421	Closing	11/11/2019
Contact	Marcia Harvey on 08 8999 5811 or marcia.harvey@nt.gov.au		
Agency Information	http://www.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=176421		

Primary Objective: Lead the coordination of the Teaching Schools Partnership across government and non-government schools in in collaboration with Charles Darwin University and the Department of Education

Context Statement: The position sits within the Workforce Planning and Recruitment team in the Department of Education and the position based at Charles Darwin University. This position also supports the promotion of Teaching in the Territory opportunities to pre-service teachers nationally.

Key Duties and Responsibilities:

1. Manage the Teaching Schools Partnership Agreement in collaboration with Department of Education and Charles Darwin University, School of Education.
2. Work with the Teaching Schools Strategic Management Committee to identify opportunities to improve coordination, efficiencies and effectiveness across all elements of the Teaching Schools Program.
3. Collaborate with Principals, Professional Learning Leaders and university staff to support alignment of pre-service teacher development with the Australian Professional Standards for Graduate Teachers.
4. Assist government and non-government Teaching Schools in appraising and supporting pre-service teachers through facilitation of moderation meetings, professional learning for mentor teachers and guidance through 'at risk' processes for pre-service teachers.
5. Promote and coordinate professional placement opportunities for pre-service teachers from external universities as required.

Selection Criteria

Essential:

1. Registration with the Teacher Registration Board of the Northern Territory and a Working with Children Ochre Card or the ability to obtain.
2. Demonstrated knowledge, qualifications, experience, skill and potential to successfully carry out the functions of the Teaching Schools Coordinator.
3. Demonstrated knowledge of AITSL Initial Teacher Education Program Standards and Australian Professional Standards for Graduate Teachers.
4. Proven ability to work within a cross cultural environment, and successfully build and maintain effective networks and relationships across diverse organisations and school workplaces.
5. Proven negotiation and mediation skills to effectively manage complex, multi-stakeholder interactions.

Approved: October 2019

Marcia Harvey, Director School Resourcing