French Teacher – Years 7 - 10
Temporary Part time – 2019 (maternity cover commencing Term 2)

We are seeking a teacher with a gift for imparting an understanding and love of languages, a willingness to be part of a whole-school team and a readiness to reflect on educational practice.

The successful applicant will be dynamic, educator with a thorough knowledge of and experience in delivering language courses. Ability to teach stage 4 and 5 French essential.

The job description is available below. CV and letter of application should be addressed to Human Resources and please click https://goo.gl/4MuE7Z to apply and submit by 21 February 2019.

Active support for the Christian character and purposes of the school is essential.

This position requires the successful applicant to have a new Working with Children Check in accordance with the Child Protection (Working with Children) Act 2012. Details of how to apply are available on http://www.kids.nsw.gov.au.
Position: Teacher

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<tr>
<th>Responsible to:</th>
<th>Headmistress</th>
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<td>Reporting to:</td>
<td>Head of Department</td>
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<td>Effective date:</td>
<td>2019</td>
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Primary purpose of the position:

To plan, organise and implement an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfil their academic potential.

Major Responsibilities:

1. Teaching and Learning:
   - plan, prepare and deliver instructional activities that facilitate active learning experiences
   - develop schemes of work and lesson plans
   - establish and communicate clear objectives for all learning activities
   - prepare classroom for class activities
   - provide a variety of learning materials and resources for use in educational activities
   - identify and select different instructional resources and methods to meet students’ varying needs
   - instruct and monitor students in the use of learning materials and equipment
   - use relevant technology to support instruction
   - observe and evaluate student’s performance and development
   - assign and grade class work, homework, tests and assignments
   - provide appropriate feedback on work
   - encourage and monitor the progress of individual students
   - maintain accurate and complete records of students’ progress and development
   - update all necessary records accurately and completely as required by laws, district policies and school regulations
   - prepare required reports on students and activities
   - manage student behaviour in the classroom by establishing and enforcing rules and procedures
   - maintain discipline in accordance with the rules and disciplinary systems of the school
   - apply appropriate disciplinary measures where necessary

2. Other main duties:
   - communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs
3. **Undertake appropriate teaching duties and associated activities**
   - perform certain pastoral duties including but not limited to student support, counselling students with academic problems and providing student encouragement
   - participate in extracurricular activities such as social activities, sporting activities, clubs and student organisations
   - participate in department and school meetings, parent meetings

4. **Undertake other duties as required by the Headmistress**