



**MANDURAH CATHOLIC COLLEGE**

# **Relief**

## **Teacher Pool**

### **Primary School Teachers**

Casual

A variety of roles are available in our Primary School, including teachers trained in Early Learning Years.

At the heart of any school is its teaching staff. Mandurah Catholic College Teachers are dedicated and professional in their approach to their vocation and are committed to building their capacity as expert educators. The successful applicant will be enthusiastic, passionate and a committed member of our College and be prepared to contribute to all aspects of College life. It is an expectation that all staff support the vision and goals of the College as a learning community.

Mandurah Catholic College is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. The successful applicant will be required to maintain a valid Teachers Registration Board Western Australia (TRBWA) registration and Working With Children Check (WWCC), as required under the Working with Children (Criminal Record Checking) Act 2004 (WA).

The College offers excellent support to teachers to enable them to develop on their professional journey through the College Professional Growth Program. All staff are required to be involved in the pastoral care of our students and need to be able to demonstrate a commitment to the ideals and ethos of Catholic Education and be willing to participate in extra-curricular programs.

Mandurah Catholic College is a K-12 Catholic school with approximately 1700 students. The College is located on a picturesque 12-hectare bushland site, situated two kilometers from the heart of Mandurah. The College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each person. Family is at the heart of Mandurah Catholic College. With Patron Saints the Holy Family, we look to their example in providing our students and families with support, guidance, commitment and care.

Our broad educational focus produces compassionate, caring and well-rounded citizens, who are well equipped to thrive in life beyond school. With a strong academic foundation provided, along with support through the senior years, MCC achieves consistently high median ATAR scores. With strong results across a broad range of subjects, students are equipped with the skills necessary to succeed in higher

education. The College offers courses in niche areas, including The Arts, Media, Physical Education and Design and Technology, with instruction from experienced and passionate teachers. Students also have access to a broad range of Sporting, academic, cultural and ministry opportunities, which enriches their learning experience.

Mandurah offers a unique opportunity to live in a coastal city, away from the busy lifestyle of the inner suburbs. The City is set against the backdrop of magnificent beaches and an estuary twice the size of the Sydney Harbour. Mandurah is less than an hour south of Perth by car or train, and offers a family friendly, coastal lifestyle. With canals, winding rivers, breathtaking lakes and calm inland waterways, you can enjoy many activities on or around the water outside of work.

To apply now or gain further information on this position vacancy, please visit the College's employment page: <https://www.mcc.wa.edu.au/employment>

Applications should be addressed to The Principal and **will only be considered if submitted via the [online form](#)**. (Applications received via SEEK will not be accepted).

Please include a cover letter and current resume which includes the names and telephone numbers of three referees.

Mandurah Catholic College reserves the right to appoint this position prior to the closing date for applications or by invitation.

**Only compliant applications will be considered.**

Applications close: **4pm, 5 April 2024**



# MANDURAH CATHOLIC COLLEGE

UNDER THE PATRONAGE OF THE HOLY FAMILY

**POSITION:** **TEACHERS (PRIMARY)**

**REPORTING TO:** Principal, Deputy Principal, Head of Primary, Assistant Head of Primary

**SECTION:** Teaching Staff

**Mandurah Catholic College is auspiced by Catholic Education Pty Ltd; a Christ centred and child focused community of engaged learning environments, inspiring all to actively live the Gospel. The College is guided by the four pillars of Catholic Identity, Education, Innovation & Change. Stewardship and Community.**

*"Our College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each person".*

**Purpose of Position**

At the heart of any school is its teaching staff. The success or failure of our efforts at Mandurah Catholic College depends largely on the efforts of our teachers. Mandurah Catholic College teachers are expected to have a dedicated and professional approach to their vocation as educators. They should be committed to building their capacity as expert educators. At all times, whether in or out of the classroom, they are, by their example, influencing students.

The primary role of the classroom teacher is to facilitate the development and education of the whole child – spiritually, academically, physically, emotionally and socially. Each teacher is responsible for their classroom environment as well as working in collaboration with other staff to ensure that the educational needs of the whole child are met.

The Primary School Teacher assists in implementing the College philosophy and modelling and supporting the goals of the College Mission and Strategic Plan. It is an expectation that this position will support the vision and goals of the College as a learning community and to participate in ongoing professional development and learning.

**College Values**

All staff are required to be supportive of the Catholic ethos of the College. This includes an understanding of, and Commitment to, Mandurah Catholic College's Values of **Peace & Hope, Learning, Faith and Love.**

<p><b>Work Requirements</b></p>	<p>All teachers who work in Catholic Schools are expected to be actively involved in the extra-curricular life of the College, part of the holistic program offered to our student across all years.</p> <p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• TRBWA.</li> <li>• Current Working with Children Check.</li> <li>• Supportive of the Catholic ethos of the College.</li> <li>• Complete and then maintain the necessary Accreditation to Work in a Catholic School qualification within four years of appointment.</li> <li>• Uncompromising confidentiality.</li> <li>• Develop relationships with colleagues and parents that are positive and enthusiastic.</li> <li>• Be creative in the use of technology and the development of resources.</li> <li>• Display a commitment to academic excellence and data driven instruction and be open to feedback which leads to professional improvement.</li> <li>• Have a desire to foster innovation and creativity in a collaborative environment.</li> <li>• Be prepared to participate in Co-curricular activities (Teaching).</li> <li>• Have highly developed organisational and interpersonal skills.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• All members of staff are strongly encouraged to grow in their faith in God and to give authentic expression to their faith in their personal and professional lives.</li> </ul> <p><b>Standard</b></p> <ul style="list-style-type: none"> <li>• Ensure students, parents and the wider College community are provided with a quality and appropriate service in a timely, effective and friendly manner.</li> <li>• Ensure the collection, use and storage of personal information is in accordance with the College’s Privacy Policy.</li> <li>• Ensure that all documentation and communications are prepared and presented in a professional manner and in a way that reflects the College’s culture and values.</li> <li>• Serve as a good ambassador of the College.</li> </ul>
<p><b>Award</b></p>	<p>The Roman Catholic Archbishop of Perth Teachers Enterprise Bargaining Agreement 2015 (Salary Schedule - Teachers)</p>
<p><b>Key Relationships</b></p>	<p>Students, Parents, Teachers, Assistant Head of Primary, Head of Primary</p>
<p><b>Key Activities - The standards you need to meet / what you will need to do</b></p>	
<p><b>Operations</b></p>	<ul style="list-style-type: none"> <li>• Responsible for creating a positive and disciplined learning environment: <ul style="list-style-type: none"> <li>- in the classroom</li> <li>- in extra-curricular activities</li> <li>- in interacting informally with students</li> </ul> </li> </ul> <p>In this way, each student is challenged to grow in knowledge and maturity, according to their potential, in all aspects of their lives.</p> <ul style="list-style-type: none"> <li>• Promoting the College’s mission and ethos through structured classroom prayer, participation in the liturgical life of the College and modelling appropriate standards of behaviour.</li> <li>• Adhering to the CEWA Code of Ethical Conduct.</li> <li>• Working within the scope of the AITSL standards.</li> <li>• Maintaining a positive and effective learning environment through: <ul style="list-style-type: none"> <li>- Well-prepared and varied lessons, which cater to the range of student abilities and interests using Explicit Direct Instruction strategies.</li> <li>- Ensuring that dynamic, innovative and inclusive education programs are implemented.</li> <li>- Setting of realistic and challenging academic standards for student performance.</li> <li>- Constructive, evidence-based feedback on student work.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Providing data in relation to each student required for the College recording and reporting system that informs teaching and learning in the Primary School.</li> <li>- Demonstrating high levels of professionalism in all activities.</li> <li>- Maintaining attendance records, pastoral care notes and other documentation using SEQTA.</li> <li>- Using data to inform teaching and learning as well complying to College recording and reporting systems within given timeframes.</li> <li>- Keeping abreast of statutory requirements in curriculum expressed by CEWA, TRBWA, SCASA and other Government agencies.</li> <li>- Building an excellent rapport with individual students and their families.</li> <li>- Identifying academic and personal issues which are impacting of the growth and development of each student and being pro-active in developing intervention strategies.</li> <li>- Referring matters of concern in relation to students to the Assistant Head of Primary School.</li> <li>- Encouraging the growth of self-esteem in each student.</li> <li>- Attending and participating in the co-curricular life of the College through the ministry, sporting and cultural calendar.</li> <li>• Follow whole Primary School approaches to Mathematics and English, particularly: <ul style="list-style-type: none"> <li>- PR1ME Mathematics</li> <li>- PLD Spelling</li> <li>- Talk 4 Writing</li> <li>- Guided Reading</li> </ul> </li> <li>• Utilise the CEWA Religious Education Units of Work.</li> <li>• Prepare one class liturgy per Semester.</li> <li>• Assist in one whole Primary School event.</li> <li>• At regular, notified times throughout each term, on Monday afternoons, all teachers are required to remain at the College to participate in collaborative meeting until 4.15pm.</li> </ul> <p>Any other duties as directed by the Head of Primary School, Assistant Heads of Primary, Deputy Principal and College Principal.</p>
<b>Professional Learning</b>	Participate in ongoing professional development and learning.
<b>Staff Meetings</b>	<ul style="list-style-type: none"> <li>• At regular, notified times throughout each term, the staff meet from 3.10pm on Monday afternoons as a Whole College Professional Learning Community. As this represents the major opportunity for the staff to work together on common tasks, this meeting has priority over all other College activities. Absence from this meeting for any reason should be negotiated with the Deputy Principal.</li> <li>• At regular, notified times throughout each term, on Monday afternoons, all teachers are required to remain at the College to participate in collaborative meeting until 4.15pm.</li> <li>• Parent teacher interviews – All teachers, regardless of load or FTE, need to be available for the duration of all Parent Teacher interviews days.</li> </ul>
<b>Qualifications</b>	<p><b>Relevant qualifications, either:</b></p> <ul style="list-style-type: none"> <li>• A minimum of a four-year tertiary qualification.</li> </ul>
<b>Work Health &amp; Safety Responsibilities</b>	<p>Your responsibilities as an employee include:</p> <ul style="list-style-type: none"> <li>• Duty of care to ensure the safety, health and welfare of all staff, students, community members and other persons who are present on College premises. College premises include places away from the College campus such as a campsite or where excursions may take place from time to time.</li> <li>• Ensure understanding and compliance of the Catholic Education WA Work, Health &amp; Safety Directive and the Collee’s Work, Health &amp; Safety Procedure.</li> <li>• Create a culture of safety that precipitates the development, maintenance, and promotion of a healthy working environment.</li> <li>• Complying with, as far as practicable, all instructions given to you to ensure your own safety and health.</li> </ul>

	<ul style="list-style-type: none"> <li>• Prompt reporting of any hazards or incidents/accidents.</li> </ul>
<b>Code of Conduct</b>	You are responsible for ensuring you act within the Code of Conduct framework.
<b>Child Safe Framework</b>	The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment and adhere to, and comply with, the Catholic Education WA Child Safe Framework at all times.
<b>General</b>	Teachers will undertake other duties relevant to the position as directed by the Principal.