



# PENRITH CHRISTIAN SCHOOL

*Christ Centred Education for Significant and Abundant Living*

## Job and Person Specification

**Job Title:** Mathematics Teacher

**Responsible to:** Head of Mathematics/Director of Teaching and Learning

**Job Summary:** To be responsible for the delivery and development of allocated curricula in the Mathematics Faculty, the effective leadership and management of students under your care. Other administrative, co-curricular and extra-curricular functions as may be required for the effective operation of the school.

### **Main Functions and Responsibilities:**

(Refer to general classroom teacher's job description.)

#### **1. Classroom Teaching:**

- to contribute to the Mathematics Faculty by maintaining a motivating, stimulating, safe and ordered learning environment for the students
- to contribute to the Mathematics Faculty in understanding and implementing a Christian Worldview in all aspects of curriculum, and teaching and learning
- to ensure that safe WH&S compliant learning environments are maintained at all times
- to maintain effective collegial working relationships with each teacher in the faculty
- to maintain effective collaborative relationships with other teachers and staff across the school
- to have lessons and resources well prepared for each day
- to be familiar with and to make regular use of the resources available within the School for the preparation and implementation of a broad variety of learning experiences
- to collaborate with other members of the Mathematics Faculty in developing, acquiring and maintaining resources for each course/class
- to motivate the students by successfully presenting a variety of learning experiences and implementing a range of teaching, assessment and programming strategies in keeping with the general direction of the school
- to maintain the management of sound classroom behaviour appropriate to the policies of the school, the goals of the learning experiences and the needs of other students
- to motivate and encourage the students in your classes to be fully engaged in the learning experiences provided, and to apply themselves to develop and use their abilities and interests
- to ensure that the regular and systematic assessment of student work and progress is carried out to determine the achievements of all students in accordance with the Policies and Procedures of the school
- to actively and seamlessly integrate ICT into the teaching and learning experiences of all students.



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## 2. Curriculum:

- to be aware of and actively seek to implement the requirements of the school curricula and any mandatory or non-mandatory syllabus documents from which they may be derived
- to be actively involved in the development and refinement of school curricula documents
- to contribute to the faculty in developing Christian perspectives and outcomes which allow for the integration of a Christian World View into all courses in the Mathematics Faculty

## 3. Policies and Procedures:

- to be aware of and actively seek to apply the policies and procedures of the school
- to assist the Head of Mathematics in developing and refining the Policies of the Mathematics Faculty.

## 4. Pastoral Care:

- to be aware of the personal background and individual needs of the students in each of your classes, taking that information into account in individual and group interactions
- to refer to support staff, student wellbeing staff or to the executive those students who may need particular assessment, counsel, discipline or support
- to communicate promptly with parents about any needs or concerns in relation to students that may arise in the context of your classes
- to comply with and apply the requirements for making appropriate adjustments in learning experiences for all students identified as requiring such.

## 5. Other Allocated Duties:

- to provide general supervision and support in a range of out of class activities including attendance and involvement in school excursions, camps and functions
- to participate in, and contribute to, staff development activities and in-service programs for the Faculty and the wider school.

## 6. Personal and Professional Development:

- to take responsibility for, and be actively involved in, maintaining an awareness of developments in education and seeking to improve/refine teaching practice
- to actively seek to develop your own teaching skills in relation to the development of teaching and learning in the Mathematics Faculty and shared curriculum areas
- to engage in the teacher accreditation and development processes of the school in keeping with legislative and policy requirements.

## 7. Records:

- to maintain all school and personal records as required
- to ensure the maintenance of accurate, timely and pro-active keeping of records in relation to student attendance, assessments, teachers' programs, evaluations, lists of resources, policy documents, etc.



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## **Job Title: Mathematics Teacher**

### **Selection Criteria**

#### **Essential:**

1. A committed Christian actively involved in a local church whose teaching is consistent with the Statement of Faith of Penrith Christian School.
2. Suitably qualified with a Degree, and/or Diploma/Certificate which incorporates teacher training AND proven ability in a school context.
3. To have attained the level of Proficiency or higher as a teacher with the NSWIT (where this applies to post 2004 registered teachers).
4. A proven ability to contribute as part of a team.
5. Evidence of capacity and commitment to the integration of ICT into all aspects of education.
6. Proven ability in written and oral communications.
7. Appropriate level of experience in teaching and a demonstrated commitment to take on extra responsibilities.
8. Evidence of successful classroom practice, staff and student management skills.
9. An understanding and commitment to 21<sup>st</sup> Century Learning, with experience in programming and implementing 21<sup>st</sup> Century Learning.
10. Evidence of knowledge of current educational research, and a commitment to research and data driven development.
11. Evidence of a capacity to make adjustments in teaching and learning experiences to address individual needs of students.
12. The capacity to think through issues from a Christian perspective.
13. Evidence of thorough record-keeping, and development of teaching and learning experiences for students.
14. Evidence of a wider involvement in the broader movement of Christian Education and evidence of an ongoing commitment to development as a Christian teacher.
15. Evidence of wider involvement and contribution to professional development in professional associations and collegial bodies.
16. Evidence of cross-curricular understandings and collaboration experiences in developing learning experiences and activities.
17. Evidence of a clear understanding of current assessment practices including formative and summative assessment, use of the common grade scale, National Curriculum and BOSTES requirements.
18. Demonstrated ability to relate successfully to students over a wide age range.
19. Demonstrated commitment in personal and professional development, and leading other teaching staff in this respect.

#### **Desirable:**

1. Postgraduate level qualifications in Education or other appropriate discipline.
2. Demonstrated capacity and experience in teaching all levels of Mathematics.
3. Demonstrated success to participation in and development of co-curricular activities such as: Mathematics Competitions, Camping Programs, Sporting Activities, etc.
4. Demonstrated commitment to the vision and leadership of PCS.
5. Additional extra-curricular interests and skills, and proven ability to use such skills in a school context.