



THE SCOTS COLLEGE

"In seeking to serve God faithfully, the Scots College exists to inspire boys to learn, lead and serve as they strive for excellence together"

Scots to the Fore: Brave Hearts, Bold Minds – Our Strategic Intent 2016-2025

Position Title:	Learning Enrichment Teacher (Senior School)
Department:	Learning Enrichment
Location:	Bellevue Hill
Reports to:	Coordinator of Learning Enrichment
Functional Relationships:	Coordinator of Learning Enrichment, Head of Students, Head of Curriculum, ultimately responsible to the Principal
Positions reporting into this position:	N/A
Date Position Description Approved:	24 March 2021

Primary purpose of this role:

The Learning Enrichment Teacher (Senior School) will provide support and guidance to Senior School staff in the development and implementation of appropriate programs that support the learning needs of students with specific learning difficulties and for students with high intellectual potential.

Key accountabilities:

- Committing to the development of 'best practice' strategies in all aspects of College operations
- Developing the distinctiveness of the educational programs offered by the College
- Supporting all aspects of the life of the College
- Infusing the Christian ethos into programs and practices throughout the College
- Recognising the value and uniqueness of each individual within the College community
- Demonstrating a commitment to one's ongoing learning
- Modelling critical analysis and problem-solving skills
- Taking a 7-12 perspective in decision making

Major areas of responsibilities:

Position Responsibilities	Core Activities
Academic Responsibilities	<ul style="list-style-type: none"> ● Develop age appropriate, challenging, intrinsically motivating academic programs for students with Learning Enrichment needs. ● Support class teachers in the implementation of personalised learning practices and a genuinely differentiated curriculum. ● Assist staff to develop their understanding of the learning needs of students at different stages of their education, enhancing expertise across the College in the areas of: <ul style="list-style-type: none"> ○ Boys Education ○ Cognition ○ Effective differentiation of the curriculum ○ The development of authentic learning experiences ● Ensure that staff are updated on an ongoing basis re developments in the education of students who learn differently. ● Liaise with Tertiary Providers/Specialists/Consultants with specific expertise to ensure that College practices remain at the ‘cutting edge’ in supporting students with learning difficulties. ● Work with the Coordinator of Learning Enrichment - Senior School to refine programmes in response to data gathering and monitoring of performance. ● Work with the Coordinator of Learning Enrichment - Senior School to develop and implement the provision of interventions to support the needs of students with learning differences across the ability spectrum, including students with learning difficulties, behavioural differences and gifted students that have learning difficulties ● Develop, implement and monitor Learning Enrichment Plans and Individual Education Plans for students with specific learning needs. ● Provide advice and support to Classroom Teachers in the development, implementation and monitoring of students with specific learning needs, with a particular focus on Mathematics. ● Work with Year Coordinators and Class Teachers to develop and implement: <ul style="list-style-type: none"> ○ differentiated programs ○ strategies to support students with specific learning needs ○ strategies to support students with specific behavioural needs

Cultural Responsibilities	<ul style="list-style-type: none"> ● Provide regular, timely communication to parents. ● Foster a culture within the College that: <ul style="list-style-type: none"> ○ Involves teaching staff in the promotion of a culture of ‘excellence’ throughout the College ○ Encourages mutual respect and support for all students ○ Supports a genuine belief in the optimal achievement for all students ○ Involves all students in proactive reflection upon their own learning
Administrative Responsibilities	<ul style="list-style-type: none"> ● Teach classes (Mathematics) ● Participate in the pastoral care program ● Playground duty ● Efficient, timely and well organised record keeping and documentation ● In collaboration with the Coordinator of Learning Enrichment -Senior School, class teachers and parents, develop, monitor and regularly review Learning Enrichment Plans and Individual Education Programs for students with specific needs, involving students in discussions when appropriate ● Liaise with the College’s counselling team and other key staff to achieve a co-ordinated response to the management of individual students’ needs ● Organise, administer and report on testing: <ul style="list-style-type: none"> ○ National Benchmarking Testing (Year 7-10) ○ School determined benchmark testing ○ Individual diagnostic assessment ● Assist with the organization and delivery of internal disability provisions. ● Interpret paramedical and medical reports regarding students in order to develop and implement the most effective support strategies.
Assessment & Reporting	<ul style="list-style-type: none"> ● Adhere to College assessment and reporting policies and practices. ● Utilise feedback to continually improve assessment practices. ● Develop, select and use informal and formal diagnostic, formative and summative assessment strategies to assess student learning. ● Prepare regular and meaningful feedback, reports and notifications to students and parents. ● Participate in moderation activities to support consistent and comparable judgements of student learning. ● Maintain clear records pertaining to student progress and assessment.

Pastoral Care	<ul style="list-style-type: none"> ● Participate in the pastoral care program and other co-curricular activities. ● Model a Christian example in all activities. ● Communicate with students, colleagues and parents/carers in a respectful, clear, caring and professional way. ● Establish rapport with students and provide ongoing encouragement. ● Maintain professional confidentiality on information about students. ● Seek advice, work cooperatively with and refer students to specialist staff where required. ● Proactively communicate with Parents/ Carers. ● Provide professional support to colleagues in all areas of College life. ● Communicate confidentially with appropriate senior staff on any issues of perceived danger to a student.
Policy Implementation	<ul style="list-style-type: none"> ● Contribute to and implement College policies and practices in a developmentally appropriate manner across the College. ● Ensure students' wellbeing and safety within the school by implementing school, curriculum and legislative requirements. ● Monitor and minimise risk through implementation of College risk management procedures. ● Incorporate strategies to promote the safe, responsible and ethical use of ICT in learning and teaching. ● Support the Christian ethos of the College. ● Comply with relevant legislative requirements, codes of ethics and conduct established by regulatory authorities, systems and the College.
Co-curricular and Sport	<ul style="list-style-type: none"> ● Participate in co-curricular/sporting activities within and outside College hours. ● Plan and deliver a consistent, coherent and relevant program in the co-curricular/ sporting area in collaboration with the Director of Sport and relevant Coordinators. ● Provide the appropriate duty of care and supervision of students.
Related Duties	<ul style="list-style-type: none"> ● Participate in College functions including, but not limited to, Speech nights and Parent Teacher evenings. ● Carry out student supervisory duties as required e.g. ground duty, exam supervision. ● Communicate and work collaboratively with colleagues, parents and caregivers.
Professional Development	<ul style="list-style-type: none"> ● Set and implement individual work and professional development goals. ● Participate in the regular performance appraisal process of the College. ● Participate in professional development activities relevant to the role and chosen professional goals. ● Gather evidence and participate in accreditation processes. ● Meet regularly with a mentor as part of the performance appraisal and professional development practices of the College.

Essential requirements:

- Qualification in Special Education and be registered with The NSW Institute of Teachers
- Ability to teach Mathematics
- Ability to infuse the Christian ethos into teaching practice
- Propensity to recognise the value and uniqueness of each individual within the College community
- Commitment to one's own ongoing learning
- Professional and personal integrity
- Being flexible and open to change
- Being proactive and innovative
- Enthusiasm for a team environment
- Experience in successful classroom teaching practice
- Experience working with students who have a learning difficulty
- Experience with devising and implementing positive behaviour strategies
- Experience in formal Special Education assessment and reporting to parents
- The ability to coordinate and evaluate National Benchmark assessments
- The ability to implement effective support strategies and programs including behaviour
- Knowledge of special education laws, exceptional conditions, practices, program development and program evaluation
- Effective communication skills and the ability to work collaboratively with colleagues, students, parents and caregivers

Special Requirements:

The nature of this position is such that the Teacher of Learning Enrichment is required to be available outside the 'normal' school hours, is required to participate fully in the life of the school, to attend meetings and make presentations when necessary.

The Teacher of Learning Enrichment (Senior School) will, from time to time, be asked to take on extra duties that are assigned by their immediate superior or the Principal. These extra duties will be discussed with the Coordinator of Learning Enrichment – Senior School and the decision to allocate them will be taken jointly.

The scope of the job may change as necessitated by business demands and involvement in additional projects as required is also an expectation.