



## THE SCOTS COLLEGE

### Role Description – TAS Teacher (Design and Technology)

"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*

- 1. Position Title:** TAS Teacher (Design and Technology)
- 2. Role Purpose:** Support strategic directions of The Scots College through delivery of effective teaching and learning programs, fostering an inclusive and challenging learning environment and engaging with the school community within and beyond the classroom.
- 3. Location:** Senior School, Bellevue Hill
- 4. Responsible to:** Head of the TAS Department  
Ultimately responsible to The Principal
- 5. Principal Relationships:** Principal, Head of Senior Years, Head of Curriculum, Head of TAS Department, Head of Students, Parents / Carers
- 6. Key Accountabilities:** Learning and teaching program, Student Outcomes, Student Welfare, Adherence to policy and procedure

## 7. Key Tasks and Expected Outcomes:

- Implement scope and sequence of content as directed by the TAS Head of Department and Head of Curriculum.
- Provide quality teaching and learning within the department ensuring all students have access to learning that best meets their needs.
- Participate in collaborative planning and programming to ensure equity, particularly, across the Year/Department/Senior School as well as the whole school.
- Collaborate with colleagues from other Departments and Disciplines to ensure learning is cohesive and be able to improve opportunities for interdisciplinary connections.
- Communicate student progress via continuous reporting as well other types of reporting and feedback practices.
- Implementation across grade assessment and reporting ensuring there is moderation and consistency at all times.
- Assist in the compilation and interpretation of data from standardised tests and competitions.
- Promote the subject through co-curricular specific subject programs and opportunities.

Position Responsibilities	Core Activities	Key Performance Indicators – List the measures used to determine achievement of activities
Teaching Delivery	<ul style="list-style-type: none"> <li>• Plan and implement coherent, well sequenced teaching and learning programs that engage students and promote learning.</li> <li>• Use a range of teaching strategies to deliver quality teaching programs that are responsive to the learning strengths and needs of students.</li> <li>• Use effective verbal and non-verbal communication strategies to support student understanding, engagement and achievement.</li> <li>• Use assessment feedback to inform teaching practices.</li> <li>• Provide opportunities for students to develop understanding of and respect for a range of cultures including Aboriginal and Torres Strait Islander cultures.</li> </ul>	<ul style="list-style-type: none"> <li>• Student &amp; Parent/Carer feedback</li> <li>• Range of teaching strategies used</li> <li>• Programs developed</li> <li>• Student outcomes</li> <li>• Quality of feedback to students</li> </ul>

	<ul style="list-style-type: none"> <li>• Integrate ICT into teaching and learning programs.</li> <li>• Provide relevant opportunities for parent/carer involvement in the educative process.</li> <li>• Create inclusive, supportive learning environments</li> <li>• Maintain workable routines in the classroom</li> <li>• Manage challenging behaviour</li> <li>• Expect a quest for excellence and demand appropriate outcomes from each student</li> </ul>	
<b>Assessment and Reporting</b>	<ul style="list-style-type: none"> <li>• Adhere to College assessment and reporting policies and practices</li> <li>• Utilise feedback to continually improve assessment practices</li> <li>• Develop, select and use informal and formal, diagnostic, formative and summative assessment strategies to assess student learning.</li> <li>• Prepare timely and meaningful feedback and reports and notifications to students and parents</li> <li>• Participate in moderation activities to support consistent and comparable judgements of student learning.</li> <li>• Maintain clear records pertaining to student progress and assessment.</li> </ul>	<ul style="list-style-type: none"> <li>• Adherence to policy</li> <li>• Quality &amp; timeliness of reports</li> <li>• Student &amp; Parent/Carer feedback</li> <li>• Quality of records</li> <li>• Moderation reports</li> </ul>
<b>Pastoral Care</b>	<ul style="list-style-type: none"> <li>• Participate in the pastoral care program and other co-curricular activities</li> <li>• Model a Christian example in all activities Communicate with</li> </ul>	<ul style="list-style-type: none"> <li>• Student and Parent/Carer feedback</li> <li>• Culture surveys</li> </ul>

	<p>students, colleagues and parents/carers in a respectful, clear, caring and professional way</p> <ul style="list-style-type: none"> <li>• Establish rapport with students and provide ongoing encouragement</li> <li>• Maintain professional confidentiality on information about students</li> <li>• Seek advice, work cooperatively with and refer students to specialist staff where required.</li> <li>• Proactively communicate with Parents/ Carers</li> <li>• Provide professional support to colleagues in all areas of College life</li> <li>• Communicate confidentially with appropriate senior staff any issues of perceived danger to a student</li> </ul>	
<p><b>Policy Implementation</b></p>	<ul style="list-style-type: none"> <li>• Contribute to and implement College policies and practices in a developmentally appropriate manner across the College.</li> <li>• Ensure students' wellbeing and safety within the school by implementing school, curriculum and legislative requirements</li> <li>• 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</li> <li>• Support the Christian ethos of the College</li> <li>• Comply with relevant legislative requirements, codes of ethics and conduct established by regulatory</li> </ul>	<ul style="list-style-type: none"> <li>• Adherence to policy, procedures and legislation</li> </ul>

	authorities, systems and the College	
<b>Co-Curriculum and Sport</b>	<ul style="list-style-type: none"> <li>• Participate in co-curricular/sporting activities within and outside College hours</li> <li>• Plan and deliver a consistent, coherent and relevant program in the co-curricular/ sporting area in collaboration with the Director of Sport and Head of Middle Years</li> <li>• Provide the appropriate duty of care and supervision of students</li> </ul>	<ul style="list-style-type: none"> <li>• Participation</li> <li>• Quality of program Student /Colleague/ Parent/ Carer feedback</li> </ul>
<b>Related Duties</b>	<ul style="list-style-type: none"> <li>• Participate in College functions including Speech nights, Parent Teacher evenings</li> <li>• Carry out student supervisory duties as required e.g. ground duty, exam supervision</li> <li>• Communicate and work collaboratively with colleagues, parents and caregivers</li> </ul>	<ul style="list-style-type: none"> <li>• Participation rates</li> <li>• Stakeholder feedback</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>• Set and implement individual work and professional development goals</li> <li>• Participate in the regular performance appraisal process of the College Participate in professional development activities</li> <li>• Gather evidence and participate in accreditation processes</li> </ul>	<ul style="list-style-type: none"> <li>• Individual plans in place Participation rates</li> <li>• Number of staff moving to higher levels of accreditation</li> </ul>

## 8. Essential Selection Criteria

1. Have past experience in teaching TAS subjects, be able to teach up to HSC Design and Technology subjects
2. Have some experience in teaching Digital Technology and STEM related subjects and be able to teach Junior Digital Technology classes when required.

3. Qualifications in Education and be registered or ability to be registered with the NSW Institute of Teachers (NESA)
4. Demonstrated teaching experience in TAS/Design and Technology capacity.
5. Be an active member of a Protestant denomination who can demonstrate a good understanding of the Christian/Protestant foundations of the College.
6. A current Working with Children Check
7. Propensity to recognise the value and uniqueness of each individual within the College community.
8. Commitment to individual ongoing learning
9. Professional and personal integrity
10. Effective interpersonal communication skills