



Junior School Teachers (Prep to Year 4)

Commencing 25 January, 2023
Canowindra Campus, Taylors Lakes

ABOUT OVERNEWTON COLLEGE

Overnewton Anglican Community College is a co-educational Preparatory to Year 12 College catering for approximately 2,000 students across two campuses, Canowindra located in Taylors Lakes and Yirramboi in Keilor. Overnewton Anglican Community College strives to be an inclusive learning community, providing a respectful environment where students aspire to excellence in a broad range of curricular and co-curricular opportunities. We value our Christian foundation, and the importance of parents as active members of our College family as we work together, endeavoring to prepare each of our students to be mentally, physically and spiritually ready for life.

Information about Overnewton College is available on the College website: www.overnewton.vic.edu.au.

All staff participate in the full life of Overnewton College, including being supportive of our Christian ethos and contributing to the breadth and depth of our student and staff programs. Joining Overnewton College means being part of an inspiring, caring and professional community, innately believing that students are at the centre of our decisions.

Position Description

Position Title	Junior School Teachers - Prep to Year 4
Campus	Canowindra Campus, Taylors Lakes
Time Fraction	Full-time preferred
Reports to	Head of Junior School and Deputy Head of Junior School
Position Summary	Expressions of interest are invited for an enthusiastic and suitably qualified candidates to teach students in our Junior School.

Key Responsibilities	<p>Curriculum:</p> <ul style="list-style-type: none"> • Collaboratively plan and evaluate curriculum with a team of year level teachers. • Provide consistent and coherent learning programs that will foster independence, challenge and learning progression. • Apply evidence-based, contemporary practice when designing learning opportunities and experiences. • Document ongoing monitoring of student's development and progress. • Collect and analyse student data to inform curriculum and program development consistent with existing practices of the school. <p>Classroom:</p> <ul style="list-style-type: none"> • Provide a nurturing and stimulating learning environment which caters to the pastoral care and specific individual needs of all students. • Provide a clean, safe and secure environment for students, parents and staff at all times. • Attend to the safety of the students at all times. • Supervise and manage duties and responsibilities of Teaching Support Staff where applicable. • Ensure all legally required documents (ie. attendance register, work program, incident forms, parent contact records, Individual Education Plans, Student Support Group minutes, semester reports etc) are maintained and upheld. • Regularly communicate with parents regarding student progress informally and via Parent Teacher Interviews, written reports, etc. • Have an ongoing commitment to and participate in professional development that generates an awareness of current trends and progress in education, which leads to the enhancement of student learning. <p>Professionalism and Team Work:</p> <ul style="list-style-type: none"> • Maintain positive, professional and supportive interactions with parents, staff and the wider College community. • Work as a cooperative member the collaborative year level team, ensuring harmonious relationships are maintained and delegated responsibilities are fulfilled. • Adhere to teaching and OH&S regulations and policies. • Attend and contribute to staff meetings and professional learning sessions. • Plan and host relevant information events throughout the year as required. • Maintain student staff and parent confidentiality. • Contribute to the co-curricular program of the College as required. <p>Additional Responsibilities:</p> <ul style="list-style-type: none"> • Reflect and uphold the values of the College at all times and take an active role in the general life of the Junior School. • Contribute to the ongoing constructive evaluation of the school program, policies and activities where required. • Undertake supervisory duties as required. • Undertake other professional responsibilities as the College may reasonably require.
Key Qualities	<p>The teacher we are seeking will have the following qualities:</p> <ul style="list-style-type: none"> • Enthusiasm for the ethos of the College, and a sense of excitement about learning for themselves as well as for their students. • Detailed knowledge of Australian Curriculum as relevant to the position. • A passion for engaging every student and demonstrated ability to bring out the best in them.

	<ul style="list-style-type: none"> • Demonstrated expertise in teaching at relevant levels. • Excellent general teaching skills and student-centered conceptions of knowledge. • Strong understanding and appreciation of the social, relational, attitudinal, physical and cognitive development of students at relevant year levels. • Skills in negotiating the curriculum, managing group work and catering for a wide range of interests, learning styles and abilities. • An ability to incorporate digital technologies as an integral part of curriculum. • Collaborative and proactive approaches to handling day to day matters. • Willingness to contribute to Assemblies and Chapel Services.
Relevant Skills, Knowledge and Experience	<ul style="list-style-type: none"> • Previous experience teaching students in Years Prep to 4. • Previous experience teaching Year 4 would be an advantage. • Knowledge and understanding of Early Years education. • Experience with the implementation of Visible Learning. • THRASS training and experience will be highly valued. • Knowledge of Restorative Practices.
Qualifications	<ul style="list-style-type: none"> • VIT Registration is essential. • Further educational qualifications will be highly regarded.
Conditions of Employment	<ul style="list-style-type: none"> • All teachers will hold current registration with the Victorian Institute of Teaching (VIT). • All education support staff will have a current Working with Children's Card (Employee). • All staff will be required to submit to the College evidence in accordance with the Overnewton College COVID-19 Vaccination Policy. • It is expected that all staff will support the Christian ethos of an Anglican school. • Overnewton College is an equal opportunity employer and enforces non-discrimination and safe working policies. All staff must be aware of, and be able to work within, Occupational Health and Safety and Equal Employment Opportunity Legislation. • Overnewton College's campuses are smoke free. • Overnewton College has a zero tolerance for child abuse and is committed to providing child safety, children's wellbeing and protecting children from abuse. Ministerial Order 870 requires Overnewton College to implement child safety standards and to accommodate and take the needs of all children (including but not limited to, Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities and children who are vulnerable) into account when creating a Child Safe environment. All staff must comply with Overnewton College's Child Safe policies and related policies and procedures and taking all reasonable steps to promote the safety of children.
Application Process	<p>Written applications should be emailed to humanresources@overnewton.vic.edu.au and should include:</p> <ul style="list-style-type: none"> • a brief cover letter of no more than one page • a candidate statement addressing experience relevant to the key responsibilities • the contact details of three referees, one of whom should be your current line manager. Note that referees will not be contacted without your prior consent. <p>Applications will be acknowledged by email. If acknowledgement of your application has not been received after two working days, please contact Natalie Dedman (Ext: 115)</p>

	In the first instance, further enquiries about this position should be directed to the Head of Human Resources, Di Nunan (Ext: 147)
Selection Process	A preliminary short list of applicants will be prepared and first round interviews conducted by a panel. Details of employment conditions can be discussed with the Principal or delegate at final interview.

CLOSING DATE FOR APPLICATIONS: Applications will be reviewed upon receipt

Overnewton Anglican Community College	
Vision	A community of Learners Embracing the Future
Mission	Overnewton Anglican Community College strives to be an inclusive learning environment with a strong Christian foundation. We value a respectful environment where students, staff and families, working together, aspire to excellence. Broad educational opportunities prepare students to serve as empowered, thoughtful, community-minded citizens.
Values	<p>Overnewton's Christian foundation binds and informs our values. All members of the community are encouraged to grow spiritually and explore their faith.</p> <p>COMMUNITY: We are proud to belong to the Overnewton community, doing our best to contribute positively, within and beyond it. The Overnewton community includes students, staff and families, both past and present. The educational and ethical standards that are promoted have a profound effect in the wider community.</p> <p>LEARNING: We are all lifelong learners, helping each other in our journey towards greater knowledge, understanding and wisdom.</p> <p>RESPECT: We respect ourselves, our environment and the people who are part of our past and our present. We acknowledge the right of everyone to equality of opportunity and forgiveness for mistakes.</p> <p>EXCELLENCE: We strive to excel in our learning, our work, our relationships and our play, making the most of every opportunity we are given.</p>
Website	Information about Overnewton College is available on the College website: www.overnewton.vic.edu.au .