Preamble

A Teacher is expected to support the College community (Head of College, staff, students and parents) in the continued promotion of the philosophy of the College which is founded on the Vision Statement. All employees are expected to respect the confidentiality of the individual, and to treat all members of the College community with courtesy.

All members of staff of Moreton Bay Boys’ College are expected to provide appropriate support and pastoral care to students of the College and be prepared to make a contribution to the College co-curricular program.

College Vision

Moreton Bay Boys’ College strives to be a leading internationally minded school that offers its boys an innovative, broadly based educational experience. Our philosophy is built on the foundation of Christian values and aims to develop each boy’s critical thinking; and individual abilities, equipping them with the skills necessary to be successful, productive and responsible global citizens.

1. Appointment

1.1 Teachers are appointed by the Principal in consultation with the Head of College and Senior Leadership Team. The appointee is responsible to the Head of College through the Deputy Head of College and Director of Teaching & Learning.

1.2 The position will attract a salary and teaching load as determined through discussion on appointment and will be reviewed by the Head of College on the basis of the current Moreton Bay Boys’ College Collective Agreement.

1.3 Teachers are required to provide quality education in support of the ethos of the College, by managing classes and students effectively; ensuring cognisance of the syllabus and work program expectations; promoting learning as something to be enjoyed and maximised for each student throughout every lesson; fulfilling the "teacher's role" in and out of class; maintaining good order and discipline; and providing a caring environment.
2. Curriculum

2.1 Teach the allocated timetables of classes in the Primary, Middle or Senior Schools.

2.2 Be innovative where appropriate and make best use of the College’s resources in teaching.

2.3 Accept that there exist individual differences in ability, personality, need and learning styles in students, and always attempt to cater for these differences.

2.4 Give students regular feedback (oral and written) on academic performance and behaviour.

2.5 Keep abreast of changes in content, methodology, techniques for evaluation and measurement in pertinent teaching areas, subjects or discipline/s

2.6 Attend professional development programs to enhance teaching skills and knowledge.

2.7 Follow College policy in relation to academic matters, including the work programs, assignments and testing, and QSA requirements.

2.8 Undertake tasks assigned by the Team Leaders and PYP or MYP Coordinators including course trialling and development, assessment preparation, resource development, organisation of subject days, competitions etc.

2.9 Provide reports to parents at meetings, interviews and in writing as required.

2.10 Supervise other classes as required.

3. Organisation

3.1 Be a good role model for students in personal expectations, dress, demeanour and support of the Christian values and ethos of the College.

3.2 Be aware of requirements under Workplace Health & Safety and always endeavour to see that these are followed.

3.3 Know and implement emergency and accident procedures.

3.4 Accept responsibility for the pastoral needs of students inside and outside the classroom. This includes students not actually in timetabled classes.

3.5 Actively support the College Behaviour Management Policy and insist on acceptable standards of behaviour, including dress, in students.
3.6 Encourage students to take responsibility for their own actions and make them aware of the need to show respect for others in interpersonal relationships.

3.7 Be punctual to classes, tutor groups, house meetings, assemblies, chapel services, playground duties and other areas of supervision.

3.8 Deal with irresponsible or improper behaviour in the first instance or report same. Recurring problems should be reported to the Team Leader or the Deputy Head of College.

3.9 Report student’s academic problems to the Team Leader or the Director of Teaching & Learning.

3.10 Report continuing or significant behavioural problems and academic problems to the parents at the earliest opportunity.

3.11 Report disciplinary issues and failure to complete homework to parents as and when it occurs, through the Student Diary.

3.12 Note and report absent students.

4. **Pastoral Care**

4.1 Take an active role in the pastoral care of all students.

4.2 Fulfil the role of Tutor within the House structure (Senior)

4.3 Insist on just actions and encourage consideration, kindness and integrity in interpersonal relationships.

4.4 Encourage students to use the pastoral care and personal development opportunities provided.

4.5 Report promptly student needs in the appropriate way.

4.6 Ensure that the College environment remains clean and pleasant.

4.7 Insist that litter be placed in the bins to promote a healthy physical environment.

4.8 Participate in the Co-curricular life of the College including House activities, worship, Open Days and other identified functions.

5. **Admissions**

5.1 Support the College’s Admissions program by publicly and privately supporting the College to past, present and future families.

5.2 Support the Admissions program wherever possible by attending specific events. i.e. public shows etc.
6. **Other**

6.1 Carry out other duties as required by the Head of College.

4. **Requirements**

As a condition of employment all teaching staff are to provide copies of their academic transcripts and evidence of their current Queensland College of Teachers Registration. Teachers are required to maintain their renewal of registration with the Queensland College of Teachers for the duration of employment.

All employees recognise and accept that multi skilling is an essential component of the College and all employees may be required from time to time to undertake duties that are outside their normal position description but within their skills, competency and capability.

*Note* that staff are required to familiarise themselves with the College Child Protection Policy.