General Information

A.B. Paterson College is an exciting school in which to teach. In accordance with our Vision and Mission statement, A.B. Paterson College is creating an environment that challenges students academically, in co-curricular activities and in personal development to achieve and to act with purpose and character. Students are encouraged to play a positive and active role in their community and to celebrate the best of their Australian heritage while maintaining an international world view.

We have a whole of school - Prep to Year 12 - pedagogical approach and clear College goals to which all staff and Faculty areas are committed. There is a very strong collegial atmosphere among staff and great opportunity for professional challenge and satisfaction.

The College has high expectations of its students in behaviour, personal presentation, and involvement in College activities. All students are expected to achieve their personal best in academic and co-curricular endeavours and in terms of personal and social development. We work with the students to support them in developing a positive attitude, inspirational goals, a strong work ethic, self-confidence and ethical behaviour.

Teachers are role models for students and, as such, all staff of the College are expected to set a good example in terms of integrity, professional dress, general demeanour, and a commitment to life-long learning.

Parents are partners with the College in their child’s education and enjoy good communication with staff.

A.B. Paterson College is an equal opportunity employer. The College campus is a smoke free environment for all staff and students.

Specific Responsibilities

The College operates as a P-12 school. Within that structure there are two Schools. The Junior School is Prep to Year 6 and the Senior School is Years 7 to 12. This division is for the pastoral welfare of the students and not for other areas such as curriculum and academic structures.

Under the direction of the College leadership team teachers are expected to:

- Actively support and enhance the College’s reputation through commitment to the College Vision, Mission Statement, philosophy and goals.
- Create a learning environment where each student is challenged to achieve and to act with purpose and character.

- Offer additional academic support to students as required.

- Participate in appropriate planning which fulfils the aims of the College, based on the ‘Teaching for Understanding’ framework.

- Use Information Technology as a learning tool to enhance the learning process in the classroom.

- Review students’ progress regularly, monitor students appropriately and keep records according to College policy.

- Maintain ongoing contact with parents on students’ progress.

- Take responsible care of the College’s facilities and resources.

- Come to know the family background, interests and special needs of students in the teacher’s care.

- Participate in the co-curricular life of the College.

**Conditions of Employment**

All teachers are expected to promote the education and welfare of students at all times. This role is to be performed in accordance with the provisions of the College Workplace Agreement, the Staff Handbook and Policy Manual as these are updated from time to time. The College fully complies with all federal and state statutory requirements.

All teaching positions are initially for a probationary period of 12 months. Subject to a satisfactory review, the employee will be offered a full time position, providing the initial appointment was not a fixed term contract.

Staff have a formal Performance Review every two years based on an audit originally developed by staff and administration. This is not a summative process, rather a key to enhancing professional learning.

**College Pay and Other Benefits**

The College recognises the significant contribution that the staff make, and has developed a salary package through the College Workplace Agreement, and Board Policy, that offers many additional benefits to the staff.

As an institution the College ensures that all staff are paid a salary that is equal to or greater than that offered by Education Queensland.
The following benefits are available to staff at the College:

- 25% fee reduction for all staff children who attend the College in Years Prep – 12, or a pro-rata reduction for permanent term time employees.
- An insurance scheme for income protection (after 12 months full time, permanent, continuous employment), funded by the College.
- An insurance scheme to cover staff against negligence claims, also funded by the College.
- Generous allowance for in-school Professional Development and school funded attendance at workshops and conferences.
- Long Service Leave entitlement after 7 years.
- Entitlement to the financial benefits of Long Service, upon resignation, after 7 years.
- Superannuation at 10% increasing to 12.75% with some employee contribution.
- Significant Learning Assistant (Teacher Aide) support in Prep to Year 6.
- Ex-gratia payment for co-curricular activities to recognise staff commitment.
- First Aid Certification and coaching accreditation funded by the College.

**Qualifications**

- Teachers must demonstrate that they are registered with or are eligible for registration with the Queensland College of Teachers.
- Applicants must include full details of tertiary level study, work experience, and additional professional development to support their application.

In employing staff the College is seeking staff whose experience allows them to demonstrate the following attributes:

**Teaching Experience**

- While experienced teachers are highly valued at the College, it is recognised that those new to the profession can also offer a great deal to fellow peers and students.

**Teaching Practice**

- A strong knowledge of effective teaching practice, classroom management and relevant curriculum areas in the primary and/or secondary areas is essential. In the secondary area, an ability to teach to Years 11 and 12 is important.
- An understanding of national and state educational initiatives is expected.
• Teachers should be computer literate and be able to demonstrate the way they have or would use (where resources in their present situation are scarce) information technology in their classroom.

• Applicants should have an understanding of, and a demonstrated ability to apply in the classroom, the theory associated with Multiple Intelligences, Learning styles, Cooperative Group Work and Higher-Order Thinking skills.

• The College has a specific philosophy associated with the teaching and learning process. Teachers new to the school are expected to, after a period of up-skilling, work toward the effective implementation of that philosophy. Information can be found in “Smart Schools”, by David Perkins, “Teaching for Understanding” by Tina Blythe et. Al. and/or “Intellectual Character”, by Ron Ritchhart.

• The College has a continuous Prep to Year 12 curriculum and ability to teach across upper primary/ lower secondary is an advantage.

**Personal Qualities**

• Good organisation and time management skills.

• Enthusiasm for teaching and a love of learning.

• A genuine commitment to young people and their development.

• A co-operative approach to planning and a willingness to contribute to the development of best practice through constructive involvement in Faculty/College programmes and Staff Meetings.

• A personal desire to achieve excellence professionally.

• An understanding that education is about the whole student; we teach young learners, not content.

• A participative attitude to life demonstrated through active involvement across the College, including co-curricular activities.

**General Duties**

• All staff have a pastoral responsibility for the social and personal welfare of the students.

• Undertake effective supervisory duties in accordance with published rosters.

• Participate actively in appropriate meetings with colleagues, parents and other relevant groups.

• Accept pastoral responsibility for the social and personal growth of students.
• Act as a tutor when required and carry out administrative and pastoral duties associated with this role.

• Participate in the Staff Professional Development Review Programme to gain further skills and enhance personal professional development.

• Perform any reasonable task required by the College leadership team.

• Comply with all College policy requirements including Workplace Health and Safety, Child Protection, the Privacy Act and others as noted in the College’s Policy Manual.