

# Job and Person Specification

## Junior School 2021



### NAVIGATOR COLLEGE

Navigator College is an ELC to Year 12 co-educational College. The College is situated in the picturesque city of Port Lincoln, South Australia.

Navigator College is an authorized Primary Years Programme and a Middle Years Programme College with the International Baccalaureate Organisation World School. We have a strong commitment to inquiry based, integrated curriculum.

Navigator College provides an excellent opportunity for staff to become part of a highly committed, professional team, working together to create a caring College environment of which students, parents/caregivers and staff can feel justifiably proud.

Applications are invited for the following position:

### EARLY LEARNING CENTRE TEACHER

Navigator College is seeking an experienced part time Early Childhood Teacher for an immediate start.

The successful applicant will be willing to strongly identify with the values and Christian ethos of Navigator College as an example of an authentic Lutheran School.

The successful applicant will also:

- be trained in Early Childhood Education
- be an educator with passion, experience, enthusiasm and dedication for the profession
- have the interpersonal skills to work as a co-operative member of a team
- have sound knowledge and demonstrated success in applying an inquiry based approach to teaching and learning
- have a commitment to ongoing professional development
- have considerable skills and experience with ICT
- have experience in delivering the International Baccalaureate Primary Years Programme

above all, want to work at developing an exciting atmosphere in an innovative College.



## POSITION / PERSON DESCRIPTION

### POSITION SUMMARY

- Early Learning Centre Teacher. The position commences in Term 3 2021.
- The successful applicant will be employed in the College to take responsibility for the provision of the learning program within their allocated class, along with all other responsibilities expected of a Junior School teacher.
- The successful applicant will be able to work cooperatively with other staff members and the community, and actively contribute to the Mission and Vision of the College.

### COLLEGE CONTEXT

- Navigator College is a member school of the Lutheran Schools Association SA, NT & WA as part of Lutheran Education Australia and is committed to the mission and ministry of the Lutheran Church of Australia.
- The College opened with 118 students from Reception to Year 8 in 2009 and currently has approximately 500 students enrolled, from ELC to Year 12.

### PERSONAL ABILITIES, APTITUDES

The successful applicant will:

- be a committed and practising Christian (include the contact details of the pastor/priest from their congregation or current place of worship in Referees);
- reflect a clear faith and trust in God;
- be an educator who has a real passion for teaching and who demonstrates enthusiasm and dedication;
- be a positive and encouraging person who is warm and nurturing to those in their care;
- recognise and value each student's abilities and qualities;
- support the belief that all students have the ability and right to learn;
- value diversity and support all students to achieve their potential;
- be flexible in their approach to teaching and capable of working effectively in a new and developing team; and
- have a commitment to ongoing professional learning.

### SKILLS / KNOWLEDGE REQUIRED

The successful applicant will:

- have a sound knowledge of contemporary teaching and learning methodology

- understand how students develop and learn
- have an understanding of the current Early Learning Years Framework (ELYF) used in the ELC, and be able to use it effectively
- have experience and/or knowledge of the I.B P.Y.P and Reggio Emilia philosophy and practices (preferable)
- have knowledge in the integration of information communication technologies across the curriculum
- have a working knowledge of contemporary practices in student behaviour management and employ strategies which ensure a safe, orderly and success-oriented learning environment; and
- be prepared to operate within the framework of the law and regulations, College core beliefs and values, College policies and expectations.

### **KEY RESPONSIBILITIES**

The successful applicant will:

- facilitate the growth and development of the students in all areas of learning as determined by the curriculum and policies of the College
- maintain a safe, healthy learning environment in all areas of responsibility
- work in co-operation with staff, parents/caregivers, pastors, congregations and other organisations associated with the College to maintain and strengthen positive relationships
- perform usual teaching duties such as curriculum development, shared playground supervision, daily staff devotion etc.
- demonstrate commitment to the Christian foundation and Lutheran ethos of the College in all daily activities and relationships with the students, and
- maintain professional competence as a teacher through participation in professional learning activities and programs.

### **ADDITIONAL RESPONSIBILITIES**

The successful applicant will:

- be expected to be involved in extra-curricular and co-curricular activities according to the preserved State Agreement made up of the Teachers (Non-Government Schools) Award and the Lutheran Schools' Enterprise Agreement, and
- be encouraged to involve themselves in the wider life of our Navigator College community.

### **OPERATIONAL RELATIONSHIPS**

The successful applicant will:

- be responsible to the Principal and Head of Junior School for carrying out the functions and responsibilities outlined in this Position/Person Description
- be responsible to the Principal and Head of Junior School for day to day issues depending on the area of the College in which they work, and
- work closely and cooperatively with all other teachers.

## **REVIEW AND ACCOUNTABILITY**

- The Principal, or their nominee, will monitor the progress of the teacher and provide feedback as appropriate.
- A personal and professional learning plan will be developed.

## **EDUCATIONAL/VOCATIONAL QUALIFICATIONS**

The successful applicant will:

- be registered by the South Australian Teachers Registration Board as a teacher
- hold a current First Aid Certificate – (HLTAID004 - Provide an Emergency First Aid Response in an Education and Care Setting)
- have completed training in Mandatory Notification, and Working with Children Check
- hold the appropriate theological training for accreditation as a teacher in a Lutheran College, or undertake in-service training as determined by policy of The Lutheran Education Australia, or demonstrate the commitment to achieve these qualifications.

## **KEY CRITERIA TO ADDRESS IN THE APPLICATION**

The applicant can demonstrate that he/she:

- is an educator with passion for leading student learning
- has the ability to utilise existing experience with confidence and flexibility in adapting to a changing environment
- is able to develop strong, positive working relationships as a member of various team structures within the College community
- has sound knowledge and demonstrated success in applying an inquiry and play based approach to teaching and learning
- has a desire to undertake professional learning to enhance personal capabilities and to serve the strategic directions of the College
- has considerable skills and experience with integration of ICT in the learning program
- has high levels of energy, enthusiasm and creativity in recognising themselves as a significant resource in the development of an emerging College
- is able to address subject specific skills expertise, and
- is passionate about developing an exciting learning community at the emerging stage of Navigator College.

# **APPLICATIONS**

**Applications Close:** 15<sup>th</sup> July 2021

**Position commences:** Term 3, 2021

Applications are invited for this position and should address the key selection criteria and include a resume with three referees (two professional and one pastoral). Applications are to be marked **CONFIDENTIAL** and directed to the Principal:

Mr Stephen Jude  
Principal  
PO Box 3199  
PORT LINCOLN SA 5606

Electronic applications are welcome and should be emailed to: [principal@navigator.sa.edu.au](mailto:principal@navigator.sa.edu.au) with the subject line reading **CONFIDENTIAL**.

**Any enquiries regarding the positions should be directed to:**

Ms Amy Blacker  
Principals Assistant  
Email: [ablacker@navigator.sa.edu.au](mailto:ablacker@navigator.sa.edu.au)  
Phone: (08) 8682 5099