

Teaching and Learning

- Oversee and manage the religious education program at the Evanston Campus, including but not limited to the CESA Crossways RE curriculum, Godly Play pedagogies and Crossways Curriculum.
- Support RELaT testing.
- Preparation and set up of programs and unit planners in the Student Learning Management System (SEQTA) at the commencement of each Unit
- Ongoing management of programs and assessment in the Learning Management System
- Facilitate Year Level Subject Learning Team Meetings
- Provide assistance and support to teachers in the learning area
- Promote and communicate the cross curricular area of responsibility to all teachers and to the College community, as required
- Support and promote pedagogies that provide the best opportunity to enhance learning
- In consultation with House Directors, participate in mentoring members of staff in the learning area
- Mentor student teachers, where required
- Assist Year Level Subject Teams to prepare appropriate assessment items
- Promote the use of internal moderation processes in Year Level Subject Teams to ensure common understanding of standards for assessment
- Provide support to teachers for assessment and reporting administrative and management skills
- Assist with the preparation of the Student Handbook
- Ensure teaching and learning resources, including documentation, are current, appropriate, centrally located and easily accessible
- Facilitate the review writing / rewriting of curriculum documentation to reflect the needs of students and policy requirements
- Forward any information received regarding students at risk to the relevant House Director
- Assist with the development and maintenance of the Learning Area Budget in consultation with the appropriate House Director
- With the House Director, review and add commentary to the development of the Learning Area page in the College Yearbook, working collaboratively with the Marketing department
- Consultation with the Year Level Subject Teams to establish priorities and provide appropriate resources
- Communicate relevant curriculum information to teachers and the Two Wells community
- Under the direction of the House Director, undertake professional reviews of staff in the respective learning area
- Other duties deemed relevant by the Principal (or delegate).

Personal Skills, Abilities and Knowledge

The Curriculum Leader must have the ability to:

- Relate successfully to staff in a manner that is responsive to their particular needs
- Communicate clearly and effectively with students, staff, parents/guardians and members of the wider community
- Work effectively in a busy, dynamic and changing working environment

The Curriculum Leader must have skills in:

- The effective organisation of curriculum initiatives
- Conflict resolution and problem-solving

The Curriculum Leader should have knowledge of:

- Relevant issues affecting contemporary curriculum
- Social justice principles and practices
- Legal obligations and confidentiality requirements

Skills and Experience

Essential Requirements

- A deep understanding of the AITSL Teacher Standards
- A demonstrated knowledge of and commitment to the CESA Clarity Initiative
- A demonstrated interest and commitment to curriculum and to effective teaching and learning practices
- Excellent interpersonal and communication skills
- Excellent organisation skills
- ICT skills, in particular the use of SEQTA and Microsoft Office 365 Suite

Specific Requirements

- An ability to support the Salesian/Catholic ethos of the College.
- Current Teachers Registration in South Australia and Teacher Accreditation in Catholic Education SA.
- Current and acceptable Working with Children Clearance and screening to work in Catholic Education SA.
- Acquire and maintain Catholic Police Clearance to work in Catholic Education SA.
- Current Responding to Risks of Harm, Abuse & Neglect – Education and Care certificate.
- First Aid certificate (HLTAID012).
- Youth Mental Health First Aid.
- Disability Standards for Education Training.
- As a worker, comply with the SA Work Health & Safety Act 2012 and, while at work, take reasonable care for their own health and safety.
 - Take reasonable care that your actions or omissions do not adversely affect the health and safety of other persons.
 - Comply, in so far as you are reasonably able, with any reasonable instruction given by the employer.
 - Co-operate with any reasonable policy or procedure of the employer that is related to health and safety at the workplace that has been notified to workers.

Being vaccinated against COVID-19 is not mandatory for CESA staff. It is highly recommended for all CESA staff to maintain vaccination status as recommended by the policy.