



Donvale Christian College

Position Description

Position: Primary Physical Education Teacher, commencing Term 1, 2024

Position Details: Part-time, 0.73 FTE

Application Information:

Applicants are invited to provide a concise curriculum vitae including personal details, church involvement, career experience, academic attainments and addressing the criteria listed in the end of the Position Description. Three referees are required to be listed, including one church reference demonstrating an active faith.

Applications will be received as advertised until **Friday, 15 September 2023**. Please send your application via email to: employment@donvale.vic.edu.au.

Please indicate in your application that you are applying for a '**2024 Primary Physical Education Teacher**' position.

Please note that the College does not accept unsolicited agency approaches. We expect candidates to apply directly.

Donvale Christian College

Donvale Christian College opened in 1975 and is located in the eastern suburbs of Melbourne. The current enrolment is over 1570 students from Prep to Year 12 and the total number of employees is approximately 300.

Donvale Christian College is governed, as provided for in its Constitution, by the College Board. The Board are elected by the members of the College. The full range of Christian denominations is represented in the parent body of the College. There is no position on the Board elected or appointed by any single church community. The Executive Principal is appointed by the Board and together they appoint staff.

Because members of the Donvale Christian College community come from many different Christian faith traditions, and to ensure a sense of harmony between home and school, the College has adopted a Statement of Faith based on a Christian worldview. All parents and staff are specifically asked if their faith commitment is echoed in the words of this Statement of Faith and they are requested to indicate agreement when applying for the enrolment of their children or employment at the College.

All Staff are expected to actively support the Christian aims of the College and to be members of a Bible based worship community.

"Act justly, love kindness and walk humbly with your God." Micah 6:8

The College is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse. Everyone working at the College is responsible for the care and protection of children. All potential employees and volunteers will be required to comply with the College's Child Safety Code of Conduct and the College's Child Protection and Safety Policy. Applicants are required to provide a valid Working With Children Check/VIT and will be subject to background checking in accordance with this policy.

Role Description:

The Primary Physical Education Teacher is responsible for the implementation of a physical education program that reflects the mission of the College and is appropriate to the needs of the students.

College requirements

All staff are required to:

- Perform their responsibilities in a manner which reflects the College's mission, objectives and philosophy. In particular, staff are expected to role model an active Christian faith that will be demonstrated in part by an active involvement in the wider Christian Church.
- Be Christian role models and examples to all people associated with the College.
- Participate in leading College devotions that involve staff and/or students and attendance at the staff retreat.

Professional relationships:

- Responsible to the Executive Principal via the Deputy Principal – Head of Primary.
- Liaise with Head of Primary, Director of Teaching and Learning, Director of Christian Foundations, Deputy Head of Primary, Learning Team Leader and teachers, specialists and Learning Support staff.

Principal Accountabilities

Teaching

- Plan and deliver teaching of Biblical perspectives integrated into physical education.
- Plan and implement a physical education program that caters for the learning styles and physical needs of individual students. Maintain records that provide tangible evidence of thorough planning.
- Creating flexible environments that support learning, enabling students to gain knowledge, reflect, engage and discover.
- Prepare teaching aids and student resources.
- Maintain up to date and accurate records on the College central assessment database that evaluate the progress of students.
- Communicate and liaise with parents: Report to parents through written reports at the end of each semester, interviews and other informal means.
- Plan and run (in conjunction with the other Physical Education Teacher), the annual sports carnival
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and cross country.

Pastoral Care, Child Safety, Discipline and Organisation

- Sustain an environment of Christian care and support based on Biblical principles.
- Ensure that the class is a place where individual rights are respected by all class members and where students feel safe.
- Maintain a class that is physically and emotionally safe.
- Commitment to promoting and protecting the interests and safety of children.
- Establish and maintain a good rapport with students.
- Establish and reinforce appropriate codes of behaviour.
- Communicate with classroom teachers.

School Organisation

- Complete assigned playground and car park duty as rostered.
- Prepare for and attend Parent/Teacher nights and Parent Information Sessions as required.
- Prepare for and attend weekly Staff meetings and Specialist meetings.
- Prepare for and attend any meetings called by the Deputy Principal (Primary) or Learning Team Leaders.
- Prepare for and attend special events designated by the College, such as Open Day, Annual concerts, Sporting Programs and Thanksgiving service.
- Participate on committees as required.
- Attend and support staff devotions and lead devotions in staff meetings as rostered.
- Carry out staff room duty as rostered.
- Attend Board/Staff functions as arranged.
- Attend Camps as required.

Personal and Professional Development

- Maintain a personal walk with God
- Pray for students
- Participate in annual Appraisal and Professional Development program
- Conduct in-service sessions as designated.
- Update and supplement teaching qualification with reading and professional development courses or seminars annually.
- Possible future leadership opportunities.

College Expectations

All staff are expected to:

- Support the College's guidelines and policies.

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- Implement the programs, teaching practices and other activities as directed by the College.
- Perform their responsibilities in a manner which reflects and responds to continuous improvement.
- Contribute to the efficient and effective functioning of their team\’s in order to meet organisational objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required and undertaking other key responsibilities or activities as directed.
- Perform their responsibilities in a manner which reflects the College’s zero tolerance for child abuse and in accordance with the College’s Child Safety policies.
- Comply with all College policies including Occupational Health and Safety.

Position Requirements: Knowledge and Experience

- Tertiary qualification in Education
- Registration as a qualified educator (VIT)
- First Aid certificate (level 2), Anaphylaxis and Asthma (or ability to acquire)
- A proven record of or ability to implement education programs
- Highly developed interpersonal skills
- Highly developed Information Communication and Technology skills

Remuneration

- According to the Donvale Christian College’s salary scale based on qualification and experience.

Applications to include:

- Applications which will be received as advertised until **Friday, 15 September 2023** and should be marked ‘**2024 PRIMARY Physical Education Teacher**’ and sent via email to: employment@donvale.vic.edu.au
- Including a **covering letter** addressing the selection criteria below.
- Provide a concise **curriculum vitae** including personal details, church involvement, career experience and academic attainments.
- **Three referees** are required to be listed, – included in the three is to be **one church reference** demonstrating an active faith.

Included in application please identify knowledge or ability in the following areas: *Professional teaching reflection addressing the following areas. These selection criteria will form the basis to assess applicants for short-listing.*

- Perform their responsibilities in a manner which reflects the College’s mission.
- Understanding and passion to teach with Biblical perspectives.
- Reflections on a contemporary learning environment and how to allow for effective teaching and learning.
- Pastoral heart for student welfare, community connectivity and parent partnership.
- An excellent personal reputation as an educator and hold current VIT registration (please note graduates are encouraged to apply).

The College reserves the right to interview candidates prior to the advertisement closing date. If you are successful in obtaining an interview you will be contacted by telephone. If your application is not successful, you will be notified by email.

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