

VET HAIR & BEAUTY TEACHER

POSITION DESCRIPTION

Position Summary

The teacher in a Catholic school shows through professional and personal life a commitment to the Church's mission in Catholic education. The teacher, as a competent professional, is committed to Catholic education and to ongoing professional development. The teacher shares in promoting the formation of the whole person, through positive rapport with students and through a clearly-directed and well-planned school curriculum which should enhance student learning and personal development.

- Must hold current Certificate IV in Training and Assessment (TAE40116)
- Qualification or Industry experience in VET Hair & Beauty – (Certificate II in Retail Makeup & Skin Care/Certificate IV in Hairdressing)
- Minimum 5 years' experience preferred

<p>Child Safety</p>	<ul style="list-style-type: none"> • Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety • Assist in the provision of a child-safe environment for all students • Demonstrate duty of care to students in relation to their physical and mental wellbeing.
<p>Leadership</p>	<p>To improve learning outcomes for students, Teachers:</p> <ul style="list-style-type: none"> • Are committed to building positive relationships with all students. They focus on the learning and wellbeing of the students they teach and make a significant contribution to the communities in which they work. They respect the individuality, capacity and backgrounds of their students and maintain high expectations for student learning • Are committed to the continuous development of their professional knowledge and practice. They work collaboratively, using research and evidence derived from innovative theory and practice, to improve education and build effective communities of learners • Share an essential and privileged responsibility with parents and communities to care for all young people, in particular the vulnerable, and to discover and develop their potential to learn independently and critically throughout their lives. <p>In their daily practice of teaching should encourage the following Catholic College student graduate outcomes:</p> <ul style="list-style-type: none"> ○ <i>Developing and sustaining loving, empathetic and supportive child safe relationships</i> ○ <i>Serving others with honour, courage and integrity.</i> ○ <i>Being creative problem solvers, critical and reflective thinkers and self-directed, lifelong learners</i> ○ <i>Knowing and valuing themselves, having a sense of confidence and belonging</i> ○ <i>Being flexible and resilient with a sense of dignity and self-respect</i>

	<ul style="list-style-type: none"> ○ <i>Being environmentally and socially responsible within their local, national and global communities</i> ○ <i>Striving to achieve their best academically.</i> <ul style="list-style-type: none"> ● Assist the Church in its mission of spreading and living the Gospel of Christ. They understand that Catholic College is an inclusive and compassionate community where each teacher walks in the footsteps of Christ. – e.g. Being leaders in prayer and celebrations; having an understanding of key liturgical events; actively participating in Masses.
<p>Management/Responsibilities</p>	<p>The Teacher will:</p> <ul style="list-style-type: none"> ● Carefully check attendance at every class and consult with the Learning Mentor if any discrepancy is suspected. (If the discrepancy is confirmed, the Learning Community Leader is to be advised of the situation) ● Hold all classes in the scheduled location. If teachers plan to move a class they are required to inform the Daily Organiser and a notice should be placed on SIMON advising staff and students of such a change ● Ensure that student behaviour and uniform is in keeping with the College policies ● Support Learning Mentors with necessary information to assist in the preparation of effective student/Learning Mentor interviews ● Ensure that all excursions are organised and conducted in accordance with College protocols ● Where appropriate, assign work for students in the case of an extended unplanned absence such as illness ● Where practical leave appropriate and detailed lesson material when absent from classes ● Begin and end class periods on time and insist that students do the same ● Foster academic rigour in classes, set meaningful assessment tasks and provide timely feedback for students ● When necessary take responsibility for direct communication with parents as per <i>Catholic College Communications Guide</i>. ● Provide appropriate supervision for each class. No teacher may leave his/her class unsupervised. ● Staff attendance at College and Community events will be determined by College Leadership team and communicated to staff in a timely manner ● Adhere to all College policies and protocols found in the Staff handbook and on SIMON ● Undertake other duties as required by the Principal, Deputy Principals and VET Learning Leader ● Follows processes and procedures required by relevant RTO (Registered Training Organisation).

<p>Memberships</p>	<p>The Teacher will be:</p> <ul style="list-style-type: none"> • Accountable to the Deputy Principal Learning, Teaching & Innovation, VET Learning Leader and VCE Learning Leader • Required to attend Induction Day for all new staff • Required to attend scheduled Parent Teacher Interviews • Required to write reports for students, make contact with parents if students are falling behind with work or not meeting competencies, complete work not done forms as applicable and keep the VET Learning Leader, Learning Community Leader and Learning Mentor informed of any behavioural or academic concerns with student care • Required to work in a highly collaborative environment with: <ul style="list-style-type: none"> ○ The Directors of Learning ○ All Learning Leaders ○ Learning Community Leaders ○ Learning Mentors.
<p>Professionalism and Ethos/Mission of the College</p>	<ul style="list-style-type: none"> • Is punctual for all duties • Presents self appropriately, following dress code as required • Keeps privileged information to which he/she is privy by virtue of the employment position confidential • Responds to own training/development needs • Seeks feedback on own performance • Maintains highly effective working relationship with all staff • Co-operates with colleagues to achieve the implementation of all College Policies and procedures • Participates in meetings as required • Complies with policies and directives issued by the College including Occupational Health and Safety and Code of Conduct.