DEPARTMENT OF **EDUCATION, TRAINING AND EMPLOYMENT**

Role Description

Teacher (Generic)

Job Ad Reference			
Job Evaluation No.	**14007**	TRIM No.	**09/133932**
Work Unit	**State School/State High School or other education institution** **State Schools Division**		
Location	**Various locations throughout the State**		
Classification	**Stream 1 Teachers' Award - State 2012**		
Job Type	**Permanent / Temporary / Full-time / Part-time**		
Salary Range	**per annum** *Plus superannuation contributions of up to 12.75% of your annual salary.*		
Contact Officer			
Contact Telephone			
Closing Date			

Your employer

The Department of Education, Training and Employment (DETE) is committed to ensuring Queenslanders have the education and skills they need to contribute to the economic and social development of Queensland. The department delivers world-class education and training services for people at every stage of their personal and professional development. We are also committed to ensuring our education and training systems are aligned to the state's employment, skills and economic priorities. DETE is a diverse organisation with the largest workforce in the state. We provide services through four broad service delivery areas:

- State Schools Division delivers high quality education to more than 70 percent of all Queensland school students at prep, primary and secondary levels.
- Training and Employment Division works to meet the current and future needs of the economy through building a world class training and skilling system to enhance the skills of Queenslanders and optimise employment opportunities through the regulation of the state's apprenticeship and traineeship system, strategic investment in training and skills, and the provision of whole of government leadership on employment and labour market issues.
- Policy, Performance and Planning Division takes a strategic approach to driving the business of the portfolio, across, schooling, training and employment, early childhood, education and care and Indigenous education policy. The division engages in, policy development and intergovernmental relations, legislation, governance and planning, and monitors and reviews the department's performance framework.
- The Early Childhood Education and Care Division supports accessible and quality early childhood programs and services for young Queensland children and their families. The Division regulates education and care services, funds access to, and the delivery of, quality early childhood programs and services, invests in strategic innovative and integrated programs and works with providers to monitor and meet changing demands and workforce needs. The Division also works closely with the State Schooling Division to provide local early childhood education and care regulation, integration and innovative services including transitional programs, information and parental support.

State Schools Division is responsible for ensuring that every day, in every lesson, every student in state schooling is learning and achieving within a safe, supportive, inclusive and disciplined learning environment and supported by strong governance and efficient business operations. State Schools Division provides support for high quality projects and processes to support schools to improve performance.

Queensland Government

State Schools Division develops the strategic direction for state schools, supported by operational policies and ensuring their implementation in regions and schools.

Schools are the focus of expertise in learning. They perform a vital role in providing opportunities to students to acquire knowledge and understanding, pursue special interests, strive to achieve excellence and develop social and vocational skills. Their core business is providing a learning program for students to achieve system wide and school based learning outcomes. Schools also aim to facilitate and support participation among parents, students, administrators, teachers and others in the school community and between the school and departmental support structures.

Teachers play a key role in the delivery of quality education to students and will contribute towards:

- excellence in education through commitment to excellence in teaching and learning
- respected curriculum that helps students to live happily and productively in their own and the global society
- fair and equitable work practices
- productive partnerships that ensure that as an organisation State Schools Division stays focused on our goals and is able to achieve those goals effectively
- responsible school management
- responsive and helpful strategic management.

For more information about the department, please visit our website at www.dete.qld.gov.au

Your opportunity

As the Teacher you will:

- plan, prepare and deliver effective learning and teaching programs for every student in allocated classes and groups
- contribute to the development and implementation of the school objectives and school planning
- contribute to the establishment and maintenance of a supportive school environment
- contribute to and assist with the management and further development of personnel, financial, information and technology, assets and facilities resources of the school to ensure their optimum use in meeting educational and departmental objectives.

Teachers are accountable to and under the direction of the school Principal or delegate. The principal provides educational leadership for the school and sets the general direction and ethos for all staff, students and community members.

Your role

You will have responsibility for leading the following activities and delivery of the following key tasks:

- Plan, prepare and deliver quality and effective teaching and learning programs which are consistent with the *Australian Professional Standards for Teachers*; and relevant syllabi, curriculum policies, work programs and educational trends.
- Maintain teaching competency and currency of knowledge of relevant curriculum programs as required by the department, school or other relevant statutory authorities.
- Support students through interaction with them in a variety of settings and through the active development of supportive learning environments and effective behaviour management practices.
- Provide for the physical, social, cultural and emotional well being and physical safety of students whilst at school and enhance their overall development towards effective citizenship and responsible adulthood through participation in timetabled, non-timetabled and planned extra curricula activities.
- Assess students (diagnostic, formative and summative) for developmental, feedback and reporting purposes.
- Maintain student records and samples of work and report on student performance to students, parents, the department and other stakeholders as required.

- Participate in the collaborative development and evaluation of curriculum (the sum total of all learning experiences) and regularly monitor, through observation and evaluation, the effectiveness of the learning/teaching program.
- Establish and maintain appropriate interpersonal relationships between the school and community particularly in regard to the ethical obligations outlined in the Queensland Government *Code of Conduct*.
- Participate as appropriate, in school decision making processes and professional development

A mandatory requirement of this role is:

- Current full registration, or current provisional registration with eligibility for full registration, as a teacher in Queensland. Information on registration requirements is available at enquiries@qct.edu.au or on toll free 1300 720 944.

How you will be assessed

Within the context of the role described above, the ideal applicant will be someone who has the following key capabilities:

1. Ability to apply appropriate knowledge in order to plan and prepare teaching and learning programs in your nominated areas which meet the diverse characteristics, needs and learning styles of students; and are consistent with relevant syllabi, curriculum policies, work programs and education trends.
2. Knowledge of and the ability to implement effective and inclusive teaching and learning processes, including the use of learning technology and assessment, to establish a challenging learning environment in which students are encouraged to work towards attainment of their potential.
3. Ability to communicate effectively with students including the use of appropriate interpersonal skills, and the ability to plan and apply appropriate behaviour management strategies that contribute to the establishment and maintenance of a supportive learning environment.
4. An understanding of the need to work collaboratively with school staff and members of the wider community in order to establish productive partnerships and achieve educational outcomes.

Additional information

- The department prefers that school based classified officers serve a minimum of two (2) years from the date of appointment to the position and location.
- For further information refer to the Applicant Information Package and the conditions of employment for teachers.
- The department is committed to the provision of quality educational opportunities to all Queenslanders, in rural, urban and remote areas of the state. To assist in this, the department has statewide transfer guidelines and it is a requirement of permanent employment that employees may be required to serve anywhere in the state. All teachers are likely to be required to transfer at some stage during their career.
- A non-smoking policy applies in Queensland government buildings, offices and motor vehicles.
- Teachers who are not registered under the *Education (Queensland College of Teachers) Act 2005*, but who have been cleared by the Queensland College of Teachers for temporary employment in Queensland schools, are subject to a working with children check as part of the employment screening process. The department is legally obliged to warn applicants that it is an offence for a disqualified person to sign a blue card application form. Further details regarding this check may be obtained by accessing www.bluecard.qld.gov.au/ .
- The department will initiate a criminal history check by the Queensland Police Service on the nominated applicant if they do not hold current full registration as a teacher in Queensland.
- A serious discipline history check may be initiated on the successful applicant.
- If the successful applicant has been engaged as a lobbyist, a statement of their employment is required.
- You may be required to complete a period of probation in accordance with the *Public Service Act 2008*.

- Staff are required to actively participate in consultation and communication with supervisors and management regarding health, safety and wellbeing issues and comply with all provisions of the relevant workplace health and safety legislation and related health, safety and wellbeing responsibilities and procedures developed by the department.
- You will work for an organisation that values its people and promotes leadership and innovation. We respect professionalism, embrace diversity and a balance between work and life commitments.
- You will be actively supported as an individual and will have access to a range of flexible work options, an employee assistance program and learning and development opportunities.
- Departmental employees are required to acknowledge they understand their obligations under the Queensland Government *Code of Conduct* and the department's *Standard of Practice* and agree to align their professional conduct to these obligations.
- All roles in the department are responsible for creating, collecting, maintaining, using, disclosing, duplicating and disposing of information, as well as managing and using communication devices (for example email, internet and telephone) and public resources (for example computers and network resources). Staff must undertake these tasks in accordance with the department's information management policies and procedures (for example recordkeeping, privacy, security and email usage).
- For further information refer to the department's Applicant Information Package (available through www.smartjobs.qld.gov.au and searching on a specific Job Ad Reference).
- For further information regarding applying for teaching positions, refer to the department's teacher employment information at www.education.qld.gov.au/hr/recruitment/teaching/apply/index.html

PRIMARY MUSIC TEACHER QUALIFICATIONS

Primary music teachers are required to have:

- o A degree in music, or music education (music would normally appear in the degree title),

With:

- o Preparation for primary music teaching, for example, Primary music specialisation, or p-12 music education degree with primary emphasis, or secondary music training with certificate/s in primary school music pedagogy.

OR

- o Primary teaching or primary education degree or diploma,

With

- o A certificate/s in primary school music pedagogy and music performance or equivalent.

JEMS Approval Date: Dec 2003, Updated August 2014 JEMS: 14007
TRIM: 09/133932