



At Woodline Primary our greatest strength is understanding that each member of our community is unique. This drives our commitment to build an education setting that values equal opportunity, diversity and inclusion. We draw on the differences in who we are and our experiences, ensuring our school values and honours each individual and the collective. We welcome applications from any person who can offer their skills, experience and passion to fulfil the role. Applicants of diverse gender, religion, ethnicity, culture, sexuality, ability, neurodiversity or LGBTIQ+ and Aboriginal and Torres Strait Islander people are encouraged to apply.

Guide (Teacher) Position Description

The role of the Guide is to oversee the social, emotional and academic development of all children at Woodline by providing learning opportunities across allocated year levels and Australian Curriculum learning areas. This may be achieved through planned programs and spontaneous opportunities using a range of teaching strategies that are responsive to the individual needs and learning styles of each child. Guides are expected to be able to work independently, creatively and collaboratively within the bounds of the School's Guiding Principles, actively contribute to creating an effective school culture and be a positive role-model within the school community.

Position

Part Time (Time Fraction 0.4, Tuesday/Wednesday)

Commencing September 2024, 15-month contract duration with the potential of ongoing

Salary Range

\$75,000 - \$95,000 pro rata (years of experience and qualifications are taken into consideration)

This role involves teaching the following areas:

- Environmental Studies

The Key Responsibilities of the Enviro Guide are to:

- Undertake and maintain training in Emotional and Trauma Informed Practice, as provided for by Woodline
- Establish Learning Intentions and Success Criteria, consistent with Woodline's Guiding Principles
- Monitor, assess and evaluate children learning in context with the Woodline School Curriculum and the Australian Curriculums (whichever is appropriate)
- Utilise school planning documents to develop, implement and record a creative and effective teaching program
- Maintain records of children's progress which may include photographic evidence, observations recorded on Woodline's child management system and annotated work samples
- Undertake reporting to families consistent with Woodline's reporting policy which includes Academic Reports and ongoing feedback for all children
- Create and maintain an inspiring learning space that supports and engages all children



- Support each child's personal growth and development in accordance with the principles and values outlined in the Woodline Guiding Principles
- Allow children an authentic voice, and choices in their learning experience
- Conduct themselves in a way that is consistent with the expectations that are held for the children and in-line with Woodline's Philosophy, Guiding Principles, Policies, Procedures and Child Safety Code of Conduct
- Participate in all aspects of Woodline, including social functions, camps, team meetings and planning days
- Commit to ongoing personal and professional development that enhances the effectiveness of the Woodline Philosophy and Guiding Principles and maintains current legislative requirements in relation to mandatory reporting and other Child Safe Standards requirements
- Liaise with the Principal and other team members to develop special programs including camps, excursions and other specialist functions, as required
- Act or Seek Advice or Report on all cases of suspected child abuse in order to comply with Duty of Care obligations

The successful applicant will:

- Display that they are committed to self-growth and reflection
- Demonstrate a strong understanding of the wellbeing of children, how they as educators hold space for the children and how they respond to children's emotional needs
- Have a demonstrated capacity to engage and motivate children
- Have a strong understanding of inquiry learning and project-based learning pedagogies
- Have experience in current best practice when teaching core skills
- Be creative in their program delivery
- Be able to work independently and collaboratively
- Be able to develop curriculum and teaching program for Environmental Studies
- Collaborate and contribute to Woodline's curriculum planning
- Be flexible and willing to learn and try new approaches
- Be skilled in working through a process of change with all stakeholders
- Have a current VIT registration and First Aid Qualifications

Key Selection Criteria

- Embodying the ethos of the school is critical. Emotional wellbeing and relationships sit at the core of our school. Demonstrate an understanding of and examples of how you align with Woodline's philosophy and approach to education
- Experience in planning and delivering a high-quality Environmental Studies program
- Demonstrate an openness to feedback, new experiences and philosophies and a flexible and creative approach
- Demonstrate ability to work as a collegiate, collaborative and effective team member.

Please send your resume' including a minimum of three professional referees, a cover letter and responses to the Key Selection Criteria to careers@woodlineprimary.com.au by Monday 15 April 2024



This Position Description is a guide only and is not intended to be an exhaustive or exclusive list of the duties of this Position. It is subject to review and modification by the Principal at any time in response to the changing needs of the school.