



Lighthouse Christian College

POSITION DESCRIPTION

Position Description	Teacher
Reports to	Deputy Principal (Primary)
Key Liaisons	College Leadership and middle Leaders across Learning and Teaching, Teachers, Student Wellbeing
Direct Reports	Nil
Time Allocation	1.0 FTE
Last Updated	October 2024

Lighthouse Christian College

Our Purpose

Lighthouse Christian College seeks to represent the Lord Jesus Christ to our community. Students, staff and families align with our Christ-centered values. We acknowledge the Holy Spirit's power to transform lives. We were founded by Lighthouse Christian Church to teach, train and disciple godly generations to impact their world. Through the Trinity, we discover our purpose in God the Father, our example in God the Son and our power in God the Holy Spirit.

Our Values

Our focus is to develop and promote humility, empowerment, authenticity, respect and tenacity within the college community.

We have a rich and exciting teaching and coeducational learning environment from ELC to Year 12. It is a community large enough to offer specialist personnel and small enough to remain intimate and caring. We have excellent, dedicated, well-qualified and experienced teachers who keep abreast of best-practice pedagogy.

Lighthouse Christian College has been named in the Top 50 Secondary Schools in Victoria and is the leading Victorian Christian school for achieving university placement

Position Summary

The role and function of a teacher at Lighthouse Christian College is to carry out professional duties and to have responsibility for assigned classes, to be responsible for the day-to-day work and management of the class and the safety and welfare of the students, during on-site and off-site activities, to promote the aims and objectives of the College, and

to work within the College policies and maintain its Christian philosophy of education with a clear foundation of a biblical Christian worldview.

Key Responsibilities

Teaching

- To ensure that all lessons are cognizant and reflective of the College's underpinning biblical Christian worldview and Christian ethos
- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to student learning
- To plan and prepare lessons in order to deliver the Australian Curriculum ensuring breadth and balance in all subjects
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations
- To organise and manage groups or individual students ensuring differentiation of learning needs, reflecting all abilities
- To plan opportunities to develop the spiritual, social, emotional and cultural aspects of students' learning
- To engage students in the use of technologies to enhance learning.

Whole College Involvement and Professional Development

- To be part of a whole school team, actively involved in decision-making in the preparation and development of policies and programmes of study, teaching materials, resources, pedagogy and pastoral arrangements and contribute to the development and co-ordination of a particular area of the curriculum
- To participate in staff meetings and professional development as required
- To have an on-going relevant professional development plan to ensure VIT registration is maintained and teaching practices and skills are growing
- Manage interactions with all members of the school community in a respectful and professional manner
- Being involved in a range of College events as considered appropriate and/or at the direction of the Principal or their delegated authorities
- Supporting staff, interacting with parents, and supporting College related activities by parents
- Where desired or appropriate, providing spiritual/pastoral guidance to staff.

Administration

- To prepare appropriate records for the transfer of students
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of student's progress
- To prepare, monitor and update Individual Learning Plans (ILPs) for students as required
- To ensure that all necessary information is recorded in SEQTA or other programs.

Culture

- Lead by personal example, by maintaining a Christian tone and atmosphere in the College that reflects a loving and caring community in which excellence in all matters is sought
- Assist in the establishment and maintenance of a God-honouring spiritual and emotional atmosphere and appropriate lines of communication
- Uphold the Mission, Vision and Values of the College and implement all approved policies

- Help to develop and maintain an atmosphere of innovation to the teaching staff.

Child Safety

- Understand and apply the College Child Safety policies and procedures, including identifying and addressing risks, identifying child abuse indicators, management of disclosures, reporting, including mandatory reporting and complying with all College policies governing the relationship between students and College staff
- To maintain good order and discipline among the students, safeguarding their health and safety.

Health and Safety

- Comply with the College's Occupational Health and Safety policy as amended from time to time
- Ensure compliance with duty of care and Occupational Health and Safety procedures across the College at all times

An annual review of this job description and allocation of particular responsibilities will take place as part of the Performance Management Review.

This job description may be amended at any time following discussion between the Principal and member of staff.

Lighthouse Christian College has zero tolerance for child abuse and will treat seriously all allegations and concerns in this regard.

Key Performance Indicators

KPI 1 – Lesson plans reflect a biblical Christian world view and are aligned to the ethos of the College and are adhered to

KPI 2 – Students are challenged, stimulated, engaged, supported and purposeful in their learning

KPI 3 – Australian curriculum is delivered, and students are developing holistically

KPI 4 – Active, consistent involvement in the development of materials, resources and pedagogy, has regular active attendance in staff meetings and PD sessions and a current professional development plan that is being actioned

KPI 5 – All administrative requirements are completed in a timely and accurate manner

KPI 6 – Abides by the policies and upholds and supports the Christian ethos of Lighthouse Christian College at all times

KPI 7 – Considers and manages the safety and maintains order and discipline among students at all times

KPI 8 – Observes OH& S policy and reports all incidents and risks at all times.

Skills and Knowledge

- Qualified teacher status with VIT
- A degree including educational qualification (mandatory)
- Bible or Christian education qualification (desirable)
- A thorough knowledge and application of the AITSL Standards
- A thorough up to date knowledge of the range of teaching, learning and behaviour management strategies and how to implement them effectively
- A thorough understanding of the Australian Curriculum and a range of assessment requirements and arrangements
- Thorough knowledge and understanding of the Australian Curriculum and/or VCE
- Know how to use local and national statistics to evaluate the effectiveness of teaching
- Bible knowledge and understanding of how to incorporate a biblical Christian worldview in all subject areas
- Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion
- Knowledge of computer software relevant to the curriculum
- Knowledge and understanding of the potential of computer technology to enhance the curriculum
- Know the legal requirements, national and state policy and guidance on the safeguarding of children
- Ability to prepare and plan effectively
- Good organisational skills
- Ability to prioritise and manage time effectively
- Ability to work as part of a team
- Capacity to pray in public, minister, lead worship, and exercise spiritual gifts
- Display empathy towards parents and students with cross cultural differences.

Attributes

- Suitability to work with children.
- Active participation in a church
- High level of computer competency and written and oral communication skills.

Pre-requisites

- Current VIT registration
- Current Police Check
- Current Victorian Driver's License
- Practicing Christian, in regular Church attendance

Employee Acknowledgment of Position Description

I have received a copy of the Position Description and have read, understood, and accept its contents.

_____ Name of Employee	_____ Signature	_____ Date
Wing Leong		
_____ Principal	_____ Signature	_____ Date

