



Title	Middle and Senior School Teacher
Organisation Unit	Middle and Senior School
Award / Agreement	Ballarat and Queen's Anglican Grammar School (Teachers) Agreement 2022 (the Agreement), or its successor(s)
Reports to	Chair of Faculty, or delegate Ultimately, all positions report to the Headmaster
Work location	201 Forest Street, Wendouree, Victoria 3355, and other locations as required.

1. ABOUT BALLARAT GRAMMAR

Ballarat Grammar is one of regional Australia's leading co-educational schools with a proud history dating back to 1877 and a flourishing community of over 2,000 students from 6 months to Year 12, including around 270 boarders.

With three campuses, an extensive array of first-class facilities and a range of challenging and diverse programs, we provide rich opportunities for our students to learn to thrive.

The 'essence of Grammar' is based on wellbeing. Steeped in the Anglican tradition, we invest in our values in preparing our students to develop into positive and resilient individuals intent on establishing their own pathways in the world.

We want our students to graduate with a deep understanding of the world and of the people in it. As an active member school of Round Square our students are supported to take on challenges that demand courage, generosity, imagination, principle and resolution.

We take tremendous pride in maintaining a dedicated team of staff and we seek to employ people of the highest calibre. Our experienced Board of Directors is committed to ensuring all students are provided with the very best opportunities and potential for growth.

2. CHILD SAFETY AND WELLBEING COMMITMENT

Ballarat Grammar maintains a zero-tolerance approach to all forms of child abuse and actively implements measures to identify and manage any risks of harm to students within our school environment. The care, safety and wellbeing of children and young people are central and fundamental responsibilities of the School.

We are firmly committed to fostering a child-safe culture that provides an environment where students are safe and feel safe, where their participation is valued, their views respected, and their voices heard in decisions that affect their lives. Ballarat Grammar values diversity and strictly prohibits any racist or discriminatory practices.

All members of our school community share the responsibility to care for children and young people by promptly raising any concerns regarding their safety, promoting their wellbeing, and protecting them from all forms of harm or abuse.

As a Child Safe Organisation, employment with Ballarat Grammar is subject to current and satisfactory:

- National (and international, where relevant) police check, and
- Working with Children Check, and/or
- Victorian Institute of Teaching registration

3. BALLARAT GRAMMAR VALUES

With its Christian ethos and heritage of liberal education, the School promotes the following values in all of its endeavours;

Integrity

We act morally and ethically, seeking the truth and treating others with consideration and respect.

Aspiration

We pursue excellence, in learning and in life.

Courage

We seek justice and the common good, leading with humility and persevering in adversity.

Compassion

We show kindness and embrace diversity, committing to global awareness and understanding.

Responsibility

We take responsibility for our actions, serving our communities and acting as stewards of the environment.

Hope

We share times of joy and live with hope in life's challenges, ever grateful for the richness of human experience.

For those to whom much is given will much be required – Luke 12:48

4. POSITION PURPOSE

The Middle/Senior School Classroom Teacher fosters academic excellence through dedication and a love of lifelong learning. Rooted in tradition, they build respectful, trusting relationships and encourage students to take risks, grow from setbacks, and explore new opportunities. They embrace diversity, nurture a strong, inclusive community, and inspire service to others and care for the environment. Guided by Anglican values, they help students find meaning and fulfilment, empowering them to become their best selves in all aspects of life.

5. ORGANISATIONAL RELATIONSHIPS

Reports to:	Chair of Faculty, or delegate Ultimately, all positions report to the Headmaster
Direct Reports:	Nil
Internal Relationships:	Deputy Head – Teaching, Learning and Wellbeing Head of Senior School Head of Middle School



Senior School Assistant Head – Teaching, Learning and Innovation
 Middle School Assistant Head – Teaching, Learning and Innovation
 Senior School Deputy Head – Student Care and Wellbeing
 Middle School Assistant Head – Student Care and Wellbeing
 Co-Heads of Year
 Daily Program Manager
 Teaching staff
 Chairs of Faculty
 Pastoral Care and Wellbeing staff
 Health Centre staff
 Transport staff
 All BGS staff

External Relationships: Students
 Student families

6. KEY RESPONSIBILITIES

Classroom Teaching

- Create a learning environment that stimulates interest and purposeful learning.
- Develop a clear and comprehensive course of instruction that aligns with curriculum objectives, as well as progressing the learning of all students.
- Engage a variety of teaching techniques to suit course objectives and student developmental levels.
- Design formative and summative assessments that accurately measure student learning outcomes.
- Regularly review and evaluate the effectiveness of curriculum delivery and student performance data.
- Develop challenging learning activities, including the curation of appropriate teaching materials and resources to support curriculum goals.
- Collaborate with Chair of Faculty, teachers and curriculum leaders to ensure consistency and progression across year levels.
- Actively engage students in the learning process.
- Fully utilise a wide variety of teaching resources and technologies available within the School community.
- Engage students in assessment and evaluation processes and techniques.
- Actively engage with students and their families in relation to student learnings and performance.

Pastoral Care and Co-curricular

- Reflect and uphold the values of the School at all times and take an active role in the general life of the School.
- In collaboration with teachers, Co-Heads of Years and Student Care and Wellbeing staff, observe and support students' emotional, social, and mental health needs, following up as required.
- Maintain open and respectful communication with parents or guardians regarding student wellbeing, behaviour, and progress.
- Foster a classroom culture that promotes respect, inclusion, and safety for all students.
- Actively engage with pastoral and other co-curricular activities, including rostered supervisory duties around the School grounds, after school sports and camps.



Other

- Actively engage in Whole Staff Professional Learning Days, to develop professionally with colleagues, receive consistent and up-to-date training, especially in relation to pastoral care and wellbeing.
- Other duties as requested by the Headmaster.

7. PERSON SPECIFICATIONS

Qualifications and Certificates

- Teaching qualifications and VIT registration
- First Aid Certificate, including CPR, Anaphylaxis and Asthma Management.

Knowledge and Experience

- Demonstrated educational teaching experience within the relevant subject area.
- Knowledge of the Australian Curriculum, relevant to subjects and year levels taught.
- Relevant experience as a classroom practitioner with experience designing and delivering engaging and differentiated learning experiences.
- Understanding of data-informed teaching and the use of tools such as a Data Dashboard to track student progress and drive improvement.
- Knowledge of effective assessment practices and reporting processes aligned with curriculum standards.
- Familiarity with the academic and wellbeing needs of students and strategies to support their holistic development.

Skills and Attributes

- Ability to demonstrate and authentically promote Ballarat Grammar's values.
- Ability to maintain confidentiality, to the highest level.
- Ability to actively adhere to and promote the School's Student Safety and Wellbeing Standards.
- Ability to collaborate, engage and inspire others in a positive manner.
- Excellent verbal and written communication skills.
- Excellent interpersonal skills, including the ability to display compassion, patience and flexibility.
- A proven ability to work effectively, constructively and collaboratively within a team.
- Be highly motivated with ability to display initiative.
- Well-developed organisational skills, including ability to manage own workload and meet deadlines.
- Ability to encourage critical and creative thinking in both staff and students.
- A commitment to professional and lifelong learning.

Accountability

- Undertake work and duties under limited direction and with integrity.
- Work to timeframes and within relevant delegations of authority.
- Actively engage in reflective practice and a culture of continuous learning and development.
- Participate in supervision with your responsible manager and actively lead your own professional development in line with the organisational objectives and those set with your manager.
- The Headmaster and Chair of Faculty are available for guidance and advice.

This position is subject to review and may change in accordance with Ballarat Grammar's operational, service and consumer requirements.

8. APPOINTED EMPLOYEE:

Please sign and date to acknowledge that you have read, understood and accept the contents of this Position Description:

Full Name: _____

Signature: _____

Date: _____

