



PRIMARY CURRICULUM/PEDAGOGICAL LEADER

Buckley House

Position Description

ROLE SUMMARY

The Curriculum/Pedagogical Leader in collaboration with the Head and Deputy Head of Buckley House will provide strategic direction, leadership, expert advice and coaching in both best practice teaching and review of curriculum, and also the assessment of reporting practices.

The development of a contemporary learning culture that maintains a major focus on literacy and numeracy as well as embracing 21st century pedagogy will be critical elements of the role.

In addition, the ability to play a key role in the development and growth of teachers will be a key component of the role. The successful applicant should possess strong coaching and mentoring skills. Ideally, the role would commence at the beginning of Term 2, 2018.

Teaching load to be determined.

KEY RELATIONSHIPS

The Curriculum/Pedagogical Leader will work closely with the Head and Deputy Head of Buckley House and be part of the Campus Executive. They will lead classroom teachers, learning support staff and specialist teachers in the delivery of high quality learning programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

In consultation with the Head of Buckley and Head of Plenty Primary, lead curriculum and pedagogical improvement across the primary section of Ivanhoe Grammar School

Learning

- Facilitate continuous improvement in teaching and learning practices through analysis of student data linked closely to the school-wide data plan.
- Model and encourage the adoption of innovative approaches and the pursuit of excellence in staff and student learning.
- Facilitate the development and use of contemporary, evidence-based approaches, learning tools and technologies to foster students' understanding of how to learn and how to be active learners who take responsibility for their own learning and for contributing to the learning of others.
- Establish a shared vision of good practice.
- Review current reporting to parent practices with the aim of moving to a continuous reporting model.
- Model and encourage collaboration between teachers to develop consistency of practices to improve student learning.
- Work closely with the Individual Needs department to develop and monitor appropriate learning programs to support students with identified needs [GATEWays, ICAS, ILPs].
- Work closely with the Director of ICT and eLearning to provide leadership in the use of emerging technologies to extend teaching and learning experiences.

Curriculum

- Promote a curriculum that actively supports the development of both girls and boys and embeds the attributes contained in the Ivanhoe Learning Profile.
- Oversee the development and documentation of curriculum, which is rigorous, challenging and engaging.
- Support the analysis of external and internal data to review curriculum effectiveness.
- Communicate with parents, students and staff on matters of curriculum and learning.
- Ensure a diverse and flexible curriculum is taught within the Ivanhoe Learning framework.

Staff Development

- Support the analysis of external and internal data to review teacher effectiveness.
- Coordinate activities supporting the ongoing development of teachers such as conducting classroom observations.
- Conduct professional development workshops.
- Assist other members of the Senior Leadership Team to review, evaluate and support staff to build capacity and to review performance through the school's Appraisal for Growth process.

PERSONAL ATTRIBUTES AND SKILLS

- A demonstrated commitment to the learning and growth of students
- An outstanding classroom practitioner who can lead by example and model exceptional practice
- Demonstrated ability to lead teams and manage staff
- A passion for research and evidence about how students learn, curriculum development and pedagogical innovation
- Excellent interpersonal, communication and organisational skills
- A demonstrated ability to use technology to enhance learning and improve student outcomes
- A strong knowledge and understanding of the Australian Curriculum

Ivanhoe Grammar School values student safety, including child safety. All staff are required to adhere to the School's Student Wellbeing Policy, OHS Policy and Staff Code of Conduct. Where a staff member breaches these Policies or Staff Code, the School will take appropriate disciplinary action.

This position description is an overview of the duties and responsibilities of this role and does not represent the entirety of this position. Ivanhoe Grammar School reserves the right to vary this position description to meet the changing needs of the School.

Applications

Please refer to the School's website www.ivanhoe.com.au/currentvacancies for the application process. Only applications using the online application form will be accepted. Applications will close when a successful candidate has been appointed and interviews will take place during this process.

Applications should be addressed to:

Mr Russell Feben
Head of Buckley House
Ivanhoe Grammar School
PO Box 91
IVANHOE VIC 3079

Phone: +61 9490 1877

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