



TEACHER OF COMMERCE Legal Studies & Business Management

The Ridgeway Campus

Position Description

The Role:

A Long Service Leave replacement position has become available for a Senior Years Teacher of Legal Studies/Business Management. The position is 0.7 FTE for Term 2, 2018 only. The successful applicant will have a passion for and a thorough knowledge of these branches within the field of Commerce.

Secondary Academic Staff are responsible to the Deputy Principal/Head of Campus to ensure the effective delivery of all academic programs and co-curricular activities. The successful candidate must have the capacity to work independently and as a member of one or more faculty and pastoral teams.

Academic Staff at Ivanhoe Grammar School will have or be able to demonstrate:

- A high standard of teaching practice based upon an understanding of varied teaching and learning approaches.
- A sound understanding of the principles of Senior Years Schooling.
- An ability to contribute to an effective professional team with a shared vision for the schooling of early adolescents and young adults.
- An interest in curriculum that is holistic, challenging, integrative and exploratory.
- An understanding of the ways assessment and evaluation may promote learning.
- An appreciation of the importance of feedback on student assessment.
- A good understanding of the place and use of computers within the classroom and as a tool for learning.
- An ability to differentiate the curriculum to cater for different learning abilities.
- The ability to create learning environments where individuals feel secure and valued while challenged to define and pursue their own level of excellence.
- An understanding of the preferred learning styles of boys and girls responding to their needs with appropriate teaching strategies.
- An ability to communicate openly and honestly.
- An ability to foster good relations with the parent community.
- Professional standards as described in the Victorian Institute of Teaching "Professional Standards for Teachers".

Specific Duties:

- A sound academic background in the areas of Legal Studies & Business Management.
- An ability to foster skills development appropriate to the Legal Studies & Business Management area.
- An avid interest in the development of engaging and challenging Commerce curriculum resources for the School Community.
- Teach the given allotment.
- Liaise closely with and respond to directions or suggestions initiated by the Curriculum Leader and Head of Learning Area.
- Assist with the development and sharing of teaching materials.
- Provide student reports as required.
- Attend Parent/Teacher/ Student Interviews as scheduled.
- Participate in the School's Professional Development Activities.
- Participate in the School's sporting and other co-curricular programs.
- Other duties as may be specified by the Deputy Principal/Head of Campus.

Ivanhoe Grammar School is a Child Safe organisation. All staff are required to adhere to the School's Student Wellbeing Policies and Staff Code of Conduct. Where a staff member breaches these Policies or Staff Code, the School will take appropriate disciplinary action.

All members of staff at the School are expected to be competent in the use of technology in the classroom, active in the pastoral management of students, supportive of the School's Christian ethos and able to contribute to the sporting and wider co-curricular program.

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 be shortlisted upon receipt and interviews will take place during this process.

Applications should be addressed to:

Mr Brendan Kelly
Deputy Principal/Head of the Ridgeway Campus
Ivanhoe Grammar School
PO Box 91
IVANHOE VIC 3079