



**Pittwater House**

## POSITION DESCRIPTION

<b>TITLE</b>	P-12 Teacher – Diverse Learning Teacher
<b>REPORTS TO</b>	Principal via Deputy Principal Faculty Coordinator
<b>NATURE OF EMPLOYMENT</b>	Full Time Load – Commencing Term 2, 2026

### POSITION OVERVIEW

#### *Liaison with*

1. Deputy Principal
2. Heads of School
3. Head of Teaching and Learning
4. Coordinator of Diverse Learning
5. Junior and Senior School Leadership Teams
6. Staff
7. Parents

#### **Philosophy**

The care of and interest in the individual student is one of the most important aspect that differentiates Pittwater House from other education institutions. Differentiating between the genders and understanding the needs of each student is a core aim of Pittwater House Schooling.

Providing the students with an academic, relevant, global, 21st century educational experience that encourages the use of technology and critical thinking skills is central to the Pittwater House service.

Honesty and integrity are the first of the Pittwater House Core Values and need to be reflected in staff attitude towards all areas of the school. Confidentiality of records and information, both personal and corporate, is of paramount importance. In all dealings with parents, students, staff and members of the public, your approach needs to reflect the high standard and reputation of the School and your actions need to be in accordance with relevant laws.

## Child Protection

Pittwater House is a child safe environment. The safety, protection and wellbeing of all students and other children and young persons involved in activities at the School are of fundamental importance. The School actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment in accordance with their legal obligations including the National Principals for Child Safe Organisations. The School's Child Protection Policy is available to all existing staff via the policy handbook or via request.

## ESSENTIAL CRITERIA

### *General expectations for staff at Pittwater House*

A Pittwater House teacher will create a learning environment that is engaging, promotes and recognises excellence and differentiates for the needs of all students. They will:

1. Hold relevant educational qualifications and meet NESA standards.
2. Maintain a valid Working with Children check.
3. Demonstrate subject content expertise.
4. Show strong skills in lesson planning, assessment, and reporting.
5. Seek feedback and continuous professional growth.
6. Use resources and strategies to enhance student engagement and learning.
7. Provide differentiated content and assessments for all classes.
8. Excel in classroom management and administration.
9. Give effective feedback to support student progress.
10. Communicate clearly with colleagues, leadership, and parents.
11. Actively use the e-learning platform for teaching and communication.
12. Return work promptly with sufficient feedback.
13. Attend faculty professional learning sessions as needed.
14. Represent the School professionally, including attire and conduct.
15. Support School policies and participate in school life to promote education quality.
16. Keep staff and student information confidential.
17. Collaborate within teams to foster the School's philosophy.
18. Prepare documents following the School's Style Guide.
19. Participate in assemblies when required.
20. Take on additional roles as assigned by the Principal.

### ***Pastoral and Co-curricular Duties***

A Pittwater House teacher will recognise the importance of pastoral care and be actively involved in the program. In particular, they may:

1. Be allocated a "Form Class" each year (pastoral class).
2. Be responsible for attendance and following up attendance issues.
3. Promote pastoral care and leadership of the students.
4. Report directly to the Head of the Grammar School or Girls College.
5. Be involved in the pastoral or leadership annual camp.
6. Maintain and run the pastoral program in the allocated Form time.
7. Attend and participate in assemblies where directed.
8. Be available for co-curricular activities after school and other times where required.
9. Provide appropriate administration and supervision during these activities, where required.

### **Performance:**

The successful applicant will be reviewed ongoingly in accordance with the NESA Teaching Standards and the Schools Code of Conduct.