



Position Description

Casual Academic Relief Teacher

HAILEYBURY
RENDALL SCHOOL



Welcome to our School

Welcome to Haileybury Rendall School where every student matters every day and where our vision is to be the best school in Northern Australia. Our School is closely affiliated with Haileybury and delivers high quality education programs across its four campuses in Melbourne and one in Tianjin, China.

We draw on the experience, expertise and success of these campuses to establish our own plan for the future.

Developing and maintaining a strong academic culture is a top priority. We are fortunate to be able to use the expertise of Haileybury as a base for shaping our educational pathways. Our teaching framework includes the highly successful Explicit Teaching Model in the primary years and the Victorian Certificate of Education (VCE) in the senior years, both of which help drive outstanding results. The strong ties between Haileybury and Haileybury Rendall School also provide numerous opportunities for our community to take part in a broad and exciting range of activities.

Discover more about Haileybury Rendall School at www.haileyburyrendall.com.au

Working with us

Haileybury Rendall School is proudly non-selective when it comes to the students who look to join our outstanding school. We believe in the potential of every child to achieve and contribute.

However, we are by contrast, very selective of staff who wish to work with us, whether they will be guiding our young learners or helping to keep the School operating efficiently and successfully through our Corporate Services department.

Those who join us are passionate about the delivery of innovative academic, co-curricular and pastoral programs that challenge and inspire our students and make a difference in their lives.

As a school we value the linguistic and cultural diversity of our staff and students. Staff are encouraged to contribute experience they may have of working with children from a culturally and/or linguistically diverse background.

Our vision and mission

As part of the Haileybury system of schools, we aim to be recognised as a great world school but, more locally, to be recognised as the best school in northern Australia.

Leading to our mission to develop high-achieving students who are connected globally, to each other and to the communities in which they live and which they will serve. A Haileybury Rendall School education will focus on the complete development of the student and will be characterised by a commitment to academic excellence, social justice, an international outlook and enterprise and entrepreneurship.



Position details

Position title	Casual Academic Relief Teacher
Reports to	School Administration Coordinator
Employment status	Casual
Location	Haileybury Rendall School, Darwin

Responsibilities

The primary responsibility of the Casual Academic Relief Teacher is to deliver and promote engaging learning within the School community on a casual basis.

General

Teachers should ensure:

- Their delivery of the curriculum caters for students with varying learning styles and ensures best practice in pedagogy
- They keep up-to-date with modern teaching practices within their subject area
- They use appropriate learning styles

Extracurricular Responsibilities

- Teachers are expected to participate in extracurricular activities including sport, the arts and/or outdoor activities.

Administrative Responsibilities

- Teachers are expected to maintain records of classroom attendance
- Report writing in accordance with School policy
- Attend staff and other administrative meetings as required
- Perform yard duty as required
- Attend parent/teacher interviews as required

Key selection criteria

Required

- Experience of working with children from a culturally and/or Linguistically diverse background
- Demonstrated knowledge and experience teaching students
- An ability to respond to the differing needs and talents of all students especially in relation to gender differences
- Ability to form a rapport with staff and students and build collaborative working relationships
- NT teacher registration and current Working With Children Clearance (Ochre Card)
- Strong verbal, written and inter-personal communication skills
- Time-management skills.



Personal qualities

- Highly organised
- Patient and relationship oriented
- Enthusiastic and conscientious
- Ability to be part of a dynamic team

Academic qualifications

Recognised teaching qualifications.

Inherent qualities

Cognitive demands

- Ability to work with groups of students and to handle multiple (sometimes competing) demands from them and from colleagues and parents
- Ability to carry out high-level responsibilities, and effectively interact and communicate with students
- Ability to make high level decisions and/or be involved in high-level decision-making
- Ability to be resilient
- Ability to employ a variety of classroom management strategies and perform role whilst managing students' behavioural demands

Physical demands

- Ability to stand for long periods of time, move freely amongst a class of students for up to seven hours per day and to work at a computer
- Ability to adapt a variety of body postures including prolonged standing, reaching overhead/forward, bending of back, squatting and rotation of neck
- Ability to lift/carry parcels of up to 5 kg for short distances
- Ability to manage students in a sporting situation, accompany students to sporting venues/events and assist with the delivery and demonstration of skills in training sessions
- Ability to coach in both indoor and outdoor environments
- Ability to demonstrate sporting activities with the upper/lower limbs, move upper/lower limbs through a full range of movement and simultaneously coordinate upper limb/lower limb activity
- Ability to demonstrate sporting activities in a variety of environments which may be indoors or outdoors

Environmental demands

- Ability to work in environments of variable noise levels, temperatures and weather conditions
- Ability to assess whether Personal Protective Equipment (PPE) is required for particular activities and wear as appropriate



General information

- Haileybury Rendall School promotes the safety and well-being of children from culturally and/or linguistically diverse backgrounds.
- The successful candidate will be expected to support the vision and ethos of the School.
- Staff must ensure that all decisions, pertaining to their role at Haileybury, are made in line with legislations and Haileybury and Haileybury Rendall School Policies and Procedures.

Commitment to child safety

Haileybury Rendall School is committed to the safety and wellbeing of all children, including those under the care and supervision of the School. The School recognises the importance of, and its responsibility for, ensuring a safe and supportive environment which respects the rights of children and fosters their enrichment and wellbeing.

Haileybury Rendall School's approach to creating and maintaining a child safe environment is guided by the core belief that every student matters every day. The School's mission 'to develop high-achieving students who are connected globally, to each other and to the communities in which they live and serve', can only be achieved if its students are safe, feel safe and are empowered to participate in decisions which affect their lives.

Haileybury Rendall School's robust human resources, recruitment and vetting practices are strictly adhered to during the application and interviewing process. Applicants should be aware that we carry out Working With Children, police records and reference checks to ensure that we are recruiting the right people. Applicants must familiarise themselves with Haileybury's Code of Conduct and Policy on Relationships between Staff and Students available on our website.

Haileybury Rendall School has zero tolerance for child abuse in any form.

Further information

Further information about this position is available from Geoff Howells on 08 8922 1611