

Position Description

Position title	Generalist Teacher - Primary
Document ID	
Program/Unit	MacKillop Education Maidstone
Term	Full time
Classification	As per VCEMEA
Position reports to	ReLATE Team Leader

Organisational context

Established in 1997, MacKillop Family Services (MacKillop) strives to ensure all families are supported to provide children with a safe and permanent home, and the best possible start to their lives.

Continuing the child and family welfare programs of our three founding agencies - the Sisters of Mercy, the Sisters of St Joseph and the Christian Brothers - we provide early intervention programs to support the most vulnerable families, and provide education, disability support, home-based care and out of home care for vulnerable children and young people in Victoria, NSW and WA.

MacKillop has almost 1,500 staff, operating out of more than 50 sites, and has forecast annual revenue for the 2019/20 financial year of over \$145 million.

Just like our founders, we are deeply committed to our work, and are driven by social justice. We believe every child should be protected from abuse, neglect and exploitation, and are a child-safe organisation that is committed to protecting and advocating for the best interests of children and families across all our programs.

Our work is underpinned by our values, and by a deep understanding of the impact of trauma, informed by the Sanctuary Model. Sanctuary is a blueprint for organisational change, which supports organisations to provide a safe, non-violent environment for people affected by trauma. It also supports staff and carers to form communities that are safe and caring, and to maintain a culture that reflects these qualities at every level within the organisation. MacKillop is the only licensed provider of training in the Sanctuary Model in Australia.

Our vision

All children, young people and families are safe, thriving and connected to culture and community. MacKillop Family Services will care compassionately, respond large-heartedly and advocate courageously.

Our values

Justice: We believe in the right of all people, regardless of belief or culture, to be treated justly and fairly;

Hope: We commit to creating an atmosphere of hope where people find meaning in their experiences and relationship;

Collaboration: We commit to working in a collaborative spirit through cooperation, coordination, and partnership;

Compassion: We commit to creating an attitude of openness to others and to their circumstances; and

Respect: We seek to listen and learn from each other and to build relationships with respect.

MacKillop Education Services

The central goal of MacKillop Family Services is *to support, to foster hope and to promote justice for children, young people and their families, particularly those who experience distress, disadvantage and abuse.* Education is central to that goal.

Children in Out-of-Home Care are a high priority client group of MacKillop Education Services as are adolescents at risk of leaving school without vocational skills. MacKillop Education Services currently provides education support, to these young people, through outreach programs from three sites: Geelong, Maidstone, and Warrnambool. We offer education support through our Children in Residential Care Programs (CIRC) and the Western Education Support Team Program (WEST).

Our schools in Geelong (Foundation - VCAL), Maidstone (Years 3-6), Caulfield (Foundation-Year 10)), cater for students who are disengaged, or at risk of disengaging, from education. The education programs provide flexible learning pathways and they equip participants with the skills to either remain at MacKillop School, re-enter mainstream school or, for senior students, to take up employment or further education options, including traineeships and apprenticeships.

The XTend Program in Geelong caters for young people aged 12 to 17 who are engaged with mental health services and/or child protection.

Position purpose

The Generalist Teacher will be appointed to the MacKillop Education, Maidstone Campus on a full time basis.

Primary objectives

- In collaboration with the Principal and School Leaders, will contribute to the development of MacKillop education programs appropriate to the identified learning and wellbeing requirements of children with complex and diverse needs, who have often experienced trauma, abuse, or neglect.
- Design and deliver a range of education programs, that are compliant with the Victorian Curriculum Framework.

Key result areas and responsibilities

The Generalist Teacher will:

- Model a commitment to Child Safety, unconditional positive regard and trauma informed practice at all times
- Develop education programs for a range of students, following a rigorous assessment of their initial and ongoing educational needs
- Work collaboratively in the development of the primary curriculum which is focussed on enhancing learning outcomes in all areas of the curriculum
- Set and demonstrate high expectations for student learning and education outcomes. through the development of Individual Education and Safety Plans
- Support the Primary Team to enhance capacity and implement systems and processes related to learning and wellbeing (Education and Safety Plans, Critical Incident Response, Behaviour Support, Re-Engagement, Restorative and Positive Behaviours)

- Provide regular informal and formal feedback to family/carers, Care Teams, school and network staff on the progress of each student.
- Support the development of transition and safety plans that cater for the learning needs of individual students
- Participate in appropriate professional development opportunities and annual performance reviews and constructively participate in supervision
- Supervision of allocated staff

Administration

- Maintain
 - Records of class attendance, records of student progress and information required for funding and reporting
 - Appropriate student files and case records to the level specified in MacKillop Family Services policies;
 - A high standard of student support consistent with policy.
- Be available for excursions and student camps.
- Contribute to the development of MacKillop Education Services.
- Undertake other duties and responsibilities as required.

Key selection criteria

The incumbent will have:

- A four year teaching qualification or equivalent and eligibility for Victorian Institute of Teaching (VIT) registration
- A passion for and commitment to working with students with special needs and very challenging behaviours; experience in special education highly desirable
- Demonstrated understanding of and experience in implementing highly aspirational initiatives in student learning, informed by the Victorian Curriculum
- Experience in the design, delivery and assessment of programs that cater for diverse and complex needs of individual learners and a commitment to trauma-informed practice
- Demonstrated understanding of contemporary developments in education and a capacity to engage students who have a range of learning difficulties and very challenging behaviours
- Demonstrated capacity to work collaboratively with colleagues to improve the quality of programs and enhance student outcomes
- Demonstrated high level written and verbal communication skills and interpersonal skills to develop constructive relationships with students, parents, caregivers, staff and external agencies.
- Demonstrated commitment and capacity to actively contribute to a broad range of school activities including student excursions and camps
- An understanding and commitment to the values and objectives of the organisation and a capacity to represent MacKillop as required by the role.
- A knowledge and understanding of Aboriginal culture and values and an awareness of the current issues faced by Aboriginal children, young people and their families

Other information

The incumbent is required to:

- Sign and actively abide by MacKillop's Code of Conduct.
- Observe and actively support MacKillop's P.8 People and Workplace Policy.
- Attend mandatory and other training as required.
- Actively participate in MacKillop's Bid Management process as required.

- Participate in and promote continuous quality improvement processes.
- Promote an environment that is culturally safe and strengths focussed.
- Abide by principles and commitments of the Sanctuary Framework.

The incumbent must possess a:

- Valid and current Victorian Driver's Licence.
- Valid and current Victorian Working with Children Card.
- Valid and current VIT registration
- Satisfactory criminal history check conducted by MacKillop Family Services.

Approval

• Approver's full name:	Anne Henderson	Date:	Jan 20, 2020
Approver's position title:	Executive Principal		
Incumbent's full name:			
Incumbent's signature:		Date:	



MacKillop Family Services acknowledges Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the Traditional Owners and Custodians of the land on which we live, work and play. We pay our deep respects to Elders past and present and acknowledge all Aboriginal children, young people, families and staff who are a part of MacKillop Family Services.