

7-10 Learning Leader – Curriculum & Assessment

Mater Christi College, Belgrave is a Catholic School established by the Sisters of the Good Samaritan of the order of St Benedict in 1963. The College is a company limited by guarantee, governed by a Board and owned by Good Samaritan Education. Mater Christi is a proud leader in educational innovation and strives to educate young women to be *Informed, Compassionate* and *Creative*. This role description is written in light of the Mission and Vision statements of the College and the associated School Improvement goals set each year.

Position Overview

The 7-10 Learning Leader – Curriculum & Assessment (CALL) has a key role in implementing the Vision and Mission of Mater Christi College. This position provides a significant opportunity to exercise educational leadership with a particular focus on evidence based approaches to improving curriculum across Years 7-10. The CALL is key to promoting and facilitating the continued implementation of the Victorian Curriculum to the highest standards. All positions of leadership at Mater Christi College are employed under the conditions set out in the CEMEA (2022) and subsequent agreements. The CALL reports to the Principal through the Deputy Principal – Learning.

Commitment to Mission

All staff in a Good Samaritan School have an indispensable role to play in furthering the mission of Good Samaritan Education and of the Church as a whole. It is expected of all employed at Mater Christi College that they:

- Familiarise themselves with and accept the Good Samaritan Educational Philosophy of the school within the wider context of Catholic Education.
- Develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work.
- Avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community in whose name they act.
- Comply with the accreditation policy of the VCEA to teach in a Catholic School.

Mater Christi College is a Child Safe School

Mater Christi College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our students and their fundamental right to be respected and nurtured in a safe school environment. This commitment includes regular and appropriate learning opportunities in relation to child safety and young people's protection and wellbeing. We also commit to listening to, and taking seriously all concerns voiced by students, staff, parents and caregivers, volunteers, contractors and members of the community. We commit to continuously reviewing and improving our systems to protect children from abuse. Our commitment is drawn from and inherent in the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the Gospel.

Attributes and Competencies

It is expected that all staff will

- Show a lively and practical support of the Catholic, Good Samaritan and Benedictine nature of the College.
- Have a firm belief in, and commitment to, the mission and vision of the College and an ability to articulate and promote these.
- Have a clear focus on student learning and wellbeing in and beyond the classroom.
- Actively support and demonstrate loyalty to the leadership of the College and show practical understanding of the nature of confidentiality as required.
- Exhibit ongoing professional growth on a personal level and for the benefit of the College community.
- Demonstrate a high level of ability to articulate educational issues and perspectives in communication with colleagues and others, particularly in public forums.
- Demonstrate an understanding of key priorities of the legal requirements surrounding Child Safety.
- Display initiative, exercise creativity and adaptability; be able to work autonomously and as part of a team.

Key accountabilities and specific duties	
Mission and Identity	• Actively support the Principal and College Executive to develop the spiritual growth of all staff and students at the College. • Ensures that programs and events are in keeping with the Catholic Benedictine Good Samaritan identity of the College
Leadership for Learning	Guaranteed Curriculum In collaboration with Learning Area Leaders and under the guidance of the <i>Deputy Principal – Learning</i> • Leads the design, improvement and documentation of 7-10 curriculum to ensure it meets the educational needs of all students. • Ensures the documented and taught curriculum aligns with the Victorian Curriculum F-10 and other relevant frameworks. • Works closely with Learning Area Leaders (LALs) to integrate cross curriculum priorities and capabilities. • Ensures learning programs conform to Mater Christi College policies particularly with respect to the Child Safety Policy, Child Safety Code of Conduct and the Learning and Teaching Policy. • Using data and student feedback, leads the evaluation of learning programs within learning areas (on a cyclical basis) each year. • Has oversight of curriculum documentation across Years 7-10, ensuring that these are up to date and available to all staff. Assessment • Works with the DPL, CPLL and others to support LALs to ◦ Ensure consistency and rigour in formative and summative assessment practices across year levels and learning areas. ◦ Facilitate understanding of developmental progressions in learning maps (rubrics).

Key accountabilities and specific duties	
	- o Conduct cross marking and moderation to facilitate reliability of assessment judgements. - o Trial evidence based approaches to teaching and learning. - o Refine and evaluate assessment policies and practices. - o Share practice. • Engages in effective communication with key staff in Learning Diversity to develop adjustments suitable for students with diverse learning needs. Professional Learning • Provides leadership and support for professional development related to curriculum design, assessment literacy and data informed practice. • Assists with planning of peer observation and reflection • Is a member of the Professional Learning Team which plans and facilitates College PLCs.
Administrative Duties	• Works with staff to identify appropriate excursions/incursions for different year levels and seeks the appropriate approval in light of competing school requirements. • Consults with Domain staff on the selection of resources and makes recommendations as appropriate. • Works closely with the <i>Learning Commons Leader</i> in relation to selection of resources. • Assists DPL as required with curriculum matters
Professional Growth and Appraisal	• A formative appraisal will be conducted during the tenure of this role. • Professional coaching will be provided once per term (minimum).
Policies, professional standards and legislative requirements	• Inspired by the Rule of St Benedict and guided by College policies, uphold professional standards and legislative requirements as expected of all staff.
Commitment to Child Safety	• All teachers, include those with positions of leadership should demonstrate an ongoing understanding of child safety requirements, including understanding appropriate behaviours when engaging with young people in and beyond the classroom. This commitment should extend beyond the legal obligations relating to child safety (such as mandatory reporting, Ministerial Order 1359) and include pastoral care of the whole person
Other duties	• As directed by the Principal or delegate

Requirements

Essential	• Current teaching qualifications and Victorian Institute of Teaching (VIT) registration.
	• Accreditation to teach in a Catholic school (or be working towards such accreditation)
	• Relevant post-graduate studies (or working towards such qualifications)
	• Demonstrated experience and confidence in a range of ICT platforms
Desirable Other	• Accreditation to Teach Religious Education

Tenure	To end 2028
POL	3
Time Release	0.26 FTE (10 x 60 mins per 10 day cycle)

Please note that time release is an indication only and should not be regarded as equivalent to the time required to complete a leadership role. Further time and support can be negotiated during peak periods.