



SETON CATHOLIC COLLEGE

every interaction matters

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Position Description Teacher

Seton Catholic College is a Catholic co-educational school educating students in Years 7-12. Founded in 1990 following the amalgamation of De Vialar College and St Brendans' College we serve the local Fremantle and south-west suburbs community helping and supporting families to educate their child. Through the programs offered at the College we encourage the students to continually strive for excellence and exhibit Catholic Leadership, enabling students to demonstrate these important qualities in the relationships they will experience at school and beyond.

Seton Catholic College seeks to assist in the spiritual, academic, cultural, physical and emotional development of all students while acknowledging the primary role of the family as educator. As such, the College encourages its students to rigorously pursue excellence in all dimensions of their lives and to become leaders within their community through the active expression of their faith.

Key Responsibilities

- Conduct lessons that are thoroughly prepared and designed to engage and challenge students
- Create a stimulating and encouraging learning environment within the classroom
- Adhere to guidelines and directives of SCSA in relation to assessment and moderation
- Develop teaching and learning programs in line with the curriculum and make program details visible on SEQTA for students and parents
- Provide appropriate homework, correction, assessment and reporting with detail visible on SEQTA to students and parents
- Proficient use of the Office 365 Suite to aid the facilitation of teaching and learning and supplement SEQTA class information
- Keep accurate records of student attendance, student progress, contact with parents, as well as all teaching and learning adjustments provided to students on SEQTA
- Role model and ensure adherence to College procedures
- Work collaboratively with other members of the faculty assisting in planning, programming and assessment
- Attend student reviews and Parent & Student/Teacher meetings
- Present pedagogical proficiency and motivational classroom practice. Seek and respond to feedback to support professional and personal growth
- Implement tailored programs for students who require additional, specific assistance
- Follow CEWA Executive Directives and College procedures including organising events, excursions and camps utilising Consent2Go

- Attend Professional Learning Communities (PLC), Staff Prayer & Briefings, College and Year Masses, Assemblies, Camps and College functions as required
- Participate in school-based professional learning activities
- Complete other duties as requested and at the discretion of the Principal

Key Selection Criteria

The successful applicant will demonstrate:

- Commitment to the ethos and values of Catholic education
- Completion of a four-year teaching qualification
- Passion for teaching Science
- Excellent interpersonal skills, integrity and the ability to foster positive working relationships
- Exemplary written and oral communication skills
- Proficiency in the use of the Office 365 Suite
- Completion or willingness to work towards completion of CEWA's Accreditation to Teach in Catholic Schools
- Willingness to become an active member of the Seton Catholic College community with a strong commitment to promoting and supporting the varied aspects of College life
- Familiarity with Child Safe Frameworks and Work Health and Safety Principles
- A shared responsibility to ensure ongoing support for a child-safe culture within the Catholic Education System

Terms of Appointment

- Full-time 1.0 FTE, Fixed Term Leave Replacement Position Semester 2 2024
- Reports to the Head of Learning Area

Applications

Please visit [Employment Vacancies \(seton.wa.edu.au\)](https://seton.wa.edu.au) to access and complete the online Application Form and to upload a

- Covering letter addressing the selection criteria
- Current resume, including the names and contact details of at least three referees

If successful, the following documentation will be required:

- Statement of Registration from the Teacher Registration Board of Western Australia
- Working With Children Check
- Education Department issued Statement of Service or equivalent (if not currently employed by CEWA)
- Copies of qualifications and/or academic transcripts
- CEWA accreditation certificates (if applicable)

Disclaimer: It is not the intention of the position description to limit the scope of the position but to highlight the most important aspects. The aspects mentioned above may be altered in accordance with the changing requirements of the role.