



DIRECTOR OF LEARNING & TEACHING

Position Overview

The Director of Learning and Teaching has an integral role in the development and improvement of academic programs and classroom pedagogies in the College. The Director of Learning and Teaching, with the Director of Studies, monitors and evaluates improvement in the quality of learning and teaching in the College.

Faith Leadership

The Director of Learning and Teaching, as a leader in a Catholic school, has a significant role in the mission and life of the Church. In partnership with parents, pastors and the faith community, a leader is expected to contribute to the evangelisation and formation of children in the Catholic faith. Leaders employed to work at Edmund Rice College must have the capacity and commitment to:

- Witnessing to and promoting the life and values of Jesus Christ
- Understanding, being committed to and actively promoting the Catholic ethos of the College
- Providing leadership as a role model in the charism of Blessed Edmund Rice and promoting the Touchstones and core values of the Edmund Rice Charter
- Providing leadership in achieving the mission and vision of the College.

Member of the College Leadership Team (CLT)

- Operate as part of the CLT to achieve the mission and strategic priorities of the College
- Contribute to the ongoing high standard of practice to meet and exceed NESQA registration and accreditation requirements, with a commitment to continuous improvement
- Preparation of reports and documentation as required
- Contribute to the development and review of the College policies and procedures
- Foster a supportive environment for staff that promotes unity and cohesion across the College
- Maintain a high standard of consistency and professionalism for staff, students and the broader College community
- Provide strategic input into the College's leadership and management by bringing recommendations and proposals to the CLT
- Escalate to the Principal potential, emerging or known issues and concerns as appropriate
- Ensure the efficient and responsible use of College resources
- Undertake any other duties as directed by the Principal.

Organisational Leadership

The Director of Learning and Teaching is responsible to the Principal for the efficient organisation and management of Professional Development Programs within the College. Through the exercise of their supervisory function, they will endeavour to maintain the efficient support of teachers in classrooms through the provision of strategies, forums, workshops and resources for staff. The management of teaching and learning in the College requires:

- Working with staff and providing support in the development of strategies in the classroom
- Supporting good practice and addressing areas of performance and development across the College
- Ensuring sound overall knowledge and advice in the area of pedagogical change in the classroom

- Using the expertise of staff members to facilitate the effective and efficient operation of programs and opportunities for staff development
- Supporting the development of processes that review and evaluate programs and procedures.

Educational Leadership

The Director of Learning and Teaching is responsible for the facilitation of sound professional development opportunities to foster pedagogical reflection and change in teacher practices within the College. They will oversee and assist in the offering of professional development opportunities for staff and formulate a strategy for cumulative evaluation. They will work to ensure that staff are engaged in reflective practice in their teaching and that they are informed of quality teaching principles. This requires the ability to:

- Develop a clear educational philosophy aligned with the College mission and Edmund Rice Charter
- Be aware of educational issues and trends
- Facilitate the establishment of suitable learning environments
- Plan with others for the future educational needs of students
- Implement pedagogy suitable for the education of boys
- Supervise and liaise with the Careers Education Teacher, the Diverse Learning Coordinator, the Enrichment Coordinator and the Teacher Librarian/s in the implementation of College initiatives, policies and procedures.

Community Leadership

The Director of Learning and Teaching has a significant role as a leader in a Catholic community. They must work in partnership with students, parents, teachers and the broader community. They are responsible for ensuring that parents are kept informed about staff practices in the areas of professional development. It involves the ability to:

- Assess and diagnose the current culture of the College
- Communicate clearly, concisely and effectively to all stakeholders
- Motivate team members and sustain the pursuit of goals and objectives
- Cultivate productive work relationships
- Communicate with influence
- Inspire communal purpose and vision.

Specifically, the Director of Learning and Teaching is responsible for:

- Articulating the College's vision and direction for learning and teaching to the College Community
- Developing a clear strategic framework in light of the College's explicit improvement agenda.
- Liaising with the College Leadership Team in the development and improvement of academic programs and classroom pedagogy in light of best practices for boys compatible with the College's vision for teaching and learning, the strategic charter and EREA's charter
- Working closely with the Director of Pastoral Care and Wellbeing and the Director of Studies to ensure that the Pastoral and Curriculum streams of the College are working together to provide the best conditions for student wellbeing, engagement and successful learning
- Ensuring all teaching staff are informed about contemporary evidence-based pedagogies and lead teaching staff in their development in determined priority areas
- Leading key areas in learning and teaching across the College including Inclusive Education, Literacy and Numeracy, Gifted and Talented

- Developing close working relationships with each Head of Department to support them in planning and implementing school-wide teaching & learning initiatives in their department
- Strengthening the culture of professional growth at the College through coordinating the College PDP process
- Together with the Director of Studies, supporting Heads of Department with the development of personal PDP goals
- Together with the Director of Studies, working with Heads of Department regarding identifying and supporting the professional growth of their leadership and their team
- Together with the Director of Studies, conducts annual curriculum reviews targeting learning and teaching programs and assessments
- Coordinating Professional Development Programs to support teacher growth in determined school priority areas to support a learning culture of innovation and continuous improvement of boys' educational experiences
- Facilitating continuous improvement in teaching and learning practices through the analysis of data, dialogue with Heads of Faculty and staff, and specific intervention.
- Overseeing the planning and running of external exams e.g. NAPLAN, PAT (supported by the IT Department)
- Coordinate arrangements and provide mentoring for pre-service teachers on practicums, in consultation with the relevant Heads of Departments.
- Together with the Director of Studies, publishes the College Assessment Schedules
- Developing the College Library (Narandha Learning Centre) as a centre of innovative teaching and learning practices
- Work closely with the Director of Innovation and Technology to ensure student learning is enhanced through the use of learning technologies
- Work closely with the Director of Studies, and the Careers Education Teacher in developing community partners to enhance learning experiences, create alternate pathways and employment opportunities for students
- Leading the development and implementation of programs that develop student knowledge and skills that allow them to be successful and confident learners (e.g. study skills)
- Supporting the Director of Pastoral Care and Wellbeing with the facilitation of the student Goal Setting process
- Assuming other leadership responsibilities and duties assigned by the Principal.