



Part-time Specialist (LOTE) Teacher commencing January 2025

Teacher Application Package

Tamar Valley Steiner School is seeking applications for a part-time Specialist (LOTE) teaching position for 2025.

Thank you for your interest in applying for a position at Tamar Valley Steiner School. The package for the above teaching positions is attached and includes:

1. Information for Applicants
2. Position Description incl. Selection Criteria

For your application or expression of interest to be valid, you must address all essential selection criteria (contained in the position description) along with providing a cover letter and current CV with at least 2 referees.

Please read these documents carefully before seeking further information, for any questions, please contact the School Administration on 03 6711 3238 or email:

admin@tamarvalleysteiner.tas.edu.au

Lianne & Ruby
School Administration

INFORMATION FOR APPLICANTS

Thank you for your interest in a teaching position in 2025. This information is provided to help you understand the selection process so that you can present your best case for an appointment.

Selection is based on the relative merit of each applicant against the Selection Criteria identified in the Position Description.

Position Description: The Position Description should be read carefully. It provides information regarding the following:

1. Position title
2. Position Purpose
3. Position Duties
4. Position Relationships
5. Selection Criteria
6. Qualifications and requirements

Commencement: Successful incumbents are expected to commence work from 12th January 2025.

Probation: There is a probationary period of 6 months.

How to Apply: Your application should include:

1. **Cover letter:** summarising your interest in the position and what you bring to the position
2. **Resume:** A brief summary of your career, outlining relevant positions you have held, major responsibilities and qualifications.
3. **Statements addressing Selection Criteria:** include separate statements for each of the selection criteria which concisely but fully describe how you meet that selection criterion.
4. **Referees:** The names, positions and telephone contact numbers for three referees who can comment on your suitability for the position.

Interview: Please be prepared for an interview on Thursday 28th November 2024, if you are not yet located in Launceston, this can occur via Zoom/Teams

Your application should be emailed to admin@tamarvalleysteinerschool.tas.edu.au with the subject line stating **Confidential – Teaching Application 2025**.

Closing Date: Applications close at 5pm, Friday 22nd November 2024.

Selection Process

All applications received will be acknowledged. If you do not receive confirmation of your application within 24 hours of submission, please contact us on 03 6711 3238.

Shortlisted applicants will be contacted by phone and will be invited for an interview. Successful applicants will be advised by phone and confirmed in writing.

Contacts

If you require further information after reading this information package, please contact School Administration on 03 6711 3238.

Position Description

Position Title:	Specialist Teacher - LOTE
Type of Employment:	0.3 – 0.4 FTE (negotiable), Fixed-term for one school year.
Commencing:	Term 1, 2025 (available from 12 th January for PD)
Location:	368 St Leonards Road, St Leonards. TAS 7250
Hours of Duty:	8am – 4pm Monday to Friday with other duties as required according to timetable. Language classes are held 11.30-3pm, 3 days per week.
Probation:	A probation period of 6 months will apply

About Tamar Valley Steiner School

Tamar Valley Steiner School is an independent, non-denominational school in the northern Tasmanian city of Launceston. The school opened in 2016 and continues to experienced steady growth and is now a K-6 primary school with over 100 students.

The curriculum delivered at the school is based on the Australian Steiner Curriculum Framework. This is recognised by the Australian Curriculum, Assessment and Reporting Authority (ACARA) as an alternative to the Australian National Curriculum. Our program includes regular Bush school, LOTE, Eurythmy, gardening, art, craft and music. Our commitment to environmental sustainability is nurtured by a supportive school community.

As a developing school, it is important to us that our staff have access to support, teaching resources, mentoring and professional learning opportunities. We require each staff member to be part of a Professional Development program.

Administrative, financial and high-level educational responsibilities are delegated to the College Executive. This is comprised of the Principal, the Business Manager and representatives elected from College and endorsed by the School Board. Teachers work closely with the Principal who is the Educational Leader of the School, and reports to the School Board.

The School Board is comprised of dedicated parents and other interested community members with a diversity of skills.

About the Specialist Teacher Position

The position is initially one year to replace our previous Indonesian language teacher who will become our new Class 1 teacher. The school is seeking applications from teachers with Indonesian and/or other languages. The role is part-time teaching of all the Primary classes (1 to 6), twice a week, 12 lessons, across 3 days.

Class Teacher Duties

Education and Teaching

1. Guide, teach and take the responsibility for all children in the class in accordance with the principles of Rudolf Steiner's understanding of a child's developmental stages and corresponding educational philosophy.
2. Prepare an educational program, including teaching materials and equipment, which is in keeping with Australian Steiner Curriculum Framework, as approved by ACARA, based on sound knowledge of the Specialist subject from Class One to Class Six. Key requirements are:
 1. Annual Planning Overview for the year: using approved school templates that support students to meet the achievement standards for each subject. Planning needs to clearly identify learning objectives and assessment strategies that align closely with the ASCF (or AC for languages).
 2. Delivery of a differentiated curriculum, as appropriate to the specialist subject, that specifically targets the individual learning needs of each student including establishing and monitoring learning goals for each student and assist with providing documentation for the NCCD process.
 3. Punctual commencement and conclusion of lessons to ensure for a smooth change over between specialist classes.
 4. Liaison with Class Teachers concerning their specialist programme and students' progress.
 5. Professional assessment, feedback and record keeping of all appropriate student work including accurate records of individual student assessment tasks.
3. Semester Reports completed on time Conduct and moderate age-appropriate assessments.
4. Be available for parent teacher interviews or to attend Class Parent meetings as required.
5. Preparation of an ongoing Professional Development Record (incl. AITSL continual self-reflection record)
3. Provide child-safe environment, adhere to behaviour management policy and procedure and contribute to the development of harmonious social relationships.
4. Supervise and direct the work tasks of Class Assistants as required.
5. Resource the class within an allocated budget.
6. Care for the Classrooms and help maintain the physical environment to maintain an orderly and beautiful learning environment.
7. Supervise duties at break times as rostered.
8. Prepare for and participate in special events of the School, such as Open Days, parent information sessions, seasonal festivals and Steiner Community events and school working bees, etc.
9. Be prepared to take up additional tasks to assist in the general running and development of the school.

Class Teacher Direction/Supervision Received

Directions and work priorities will be primarily set by the Principal. Support and mentoring will be provided by our experienced Steiner Early Childhood Educator, and the ECE Steiner teaching community with experience in providing Steiner education. You will be required to participate in the Professional Development Program throughout the year. This program is designed to introduce additional skills and knowledge based on Steiner Pedagogy and build on the skills you have as an experienced teacher. You will be required to exercise initiative and judgement within established guidelines and procedures.

Communication and Relationships with Co-workers

1. Ability to work collectively with others - consult, advise and liaise with colleagues, students, parents, and representatives from other organisations and the School Council, as appropriate.
2. Participate in the promotion of Tamar Valley Steiner School and its programs.

Professional Development

1. Attend and participate in all relevant staff meetings and professional development programs.
2. Participate in the School's mentor program.

Code of Conduct

The School's Code of Conduct for employees compliments the Constitution and requires employees to act appropriately in the course of their duties and to maintain the confidence of the community in the activities of the School.

Selection Criteria

Linked to School teaching observation template

- Strong commitment to the school, it's ethos and being a key part of continuing to develop the school's LOTE program (Commitment to the school)
- Ability to relate anthroposophical understanding of child development to your personal educational philosophy. Commitment to ongoing personal development and study of Anthroposophy. (Alignment with Steiner Educational Principles)
- Proven expertise and experience in specialist subject area. Ability to implement the Steiner curriculum imaginatively and artistically with the use of storytelling, painting, drawing, signing which naturally motivates and inspires students to engage in learning. (Teaching Skills)
- Ability to create a nurturing environment in which to support the children's education. Demonstrated ability to maintain safety in the learning environment and implement effective behaviour management practices that align with Steiner's view of the developing child. Willingness to understand and implement Tamar Valley Steiner School's behaviour management policy and procedures. (Classroom Management)
- A high regard for Steiner education and an understanding of how it compares with other contemporary educational practices. A clear understanding of childhood development and an ability to relate to and motivate children between the ages of 6 and 12. Demonstrated ability to differentiate lessons and content to accommodate the diverse needs of each student utilizing a variety of teaching strategies. (Pedagogy)
- Be willing to further develop an understanding of the Steiner curriculum and its implementation through study, in-service and outside opportunities and to participate in professional development. Appropriate Child Safe training and a demonstrated commitment to and understanding of Child Safe practices. Well-developed ICT skills. (Professional development and documentation)
- Proven ability to effectively work with a diverse range of people from differing backgrounds with a proven history and capacity for strong professional relationships that are warm and supportive with students, teachers, parents and school support staff. High level of oral communication and interpersonal skills appreciating the importance of discretion and confidentiality with members of the public, parents, staff and students on all levels. (Communication and Maintaining Positive Relationships)

Qualifications and Requirements:

Essential Requirements

- Current certificate of registration; or provisional registration, with the Teachers Registration Board (Tasmania)
- A knowledge of, or genuine interest in and willingness to learn about, Steiner Education
- Willingness to follow the Steiner developed ACSF curriculum
- Proven ability as a teacher
- Ability to deliver the curriculum through the creative arts
- Ability to work independently
- Excellent communication skills
- Working with Vulnerable People registration ((Tasmania) or ability to obtain)

Desirable Requirements

- Previous experience as a Steiner Specialist LOTE Teacher
- Steiner Education qualification
- Ability to play the recorder and other musical instruments
- Understanding of learning support needs
- Understanding of Steiner's work around the 12 senses
- Current first aid certificate (provide First Aid (HLTAID004)) or equivalent