

LAUNCESTON CHRISTIAN SCHOOL

POSITION DESCRIPTION



POSITION TITLE:	Secondary Teacher – <i>(Year 8 & 9 English and Humanities; Year 10 Business Studies)</i>
APPOINTED BY:	Board of Directors / Principal
RESPONSIBLE TO:	Head of Secondary School
AWARD:	Tasmanian Independent Christian Schools (Teachers) Multi Enterprise Agreement
EMPLOYMENT FRACTION:	1.0 FTE
CONTRACT TERM:	Long Service Leave Replacement Contract: 27 th July to 16 th December 2026 (Terms 3 & 4)

ABOUT OUR SCHOOL

Launceston Christian School is a co-educational independent K-12 Christian School located on one beautiful campus beside the Tamar River, with views to the mountains. As a distinctively Christ-centred learning community, we are committed to providing for the spiritual, emotional, social, physical and academic flourishing of every member of our school community.

We are proud to offer a high-quality Christian education within a nurturing and supportive environment, where each student is encouraged to find their identity in Christ and celebrated for their God-given uniqueness. Teaching and learning at LCS is contemporary, relational and focussed on student growth.

POSITION SUMMARY

The Teacher brings a distinctly Christian perspective to all aspects of their work and is responsible for the planning, preparation, delivery and assessment of effective learning and teaching programs for every student in their allocated classes.

Working collaboratively within a dedicated Secondary School team, the successful applicant will deliver engaging and effective learning programs across the school's published curriculum, including:

- Teaching from a Biblical worldview
- Delivering learning aligned with the Australian curriculum and LCS curriculum
- Supporting the spiritual, emotional and academic growth of each student
- Establishing a safe, supportive and inclusive classroom environment
- Differentiating learning to meet diverse needs and abilities
- Designing dynamic and challenging learning sequences that motivate and extend students

KEY RESPONSIBILITIES

Teaching / Learning / Curriculum:

Teachers' duties include but are not limited to:

- Teach from a distinctively Christian worldview, integrating faith and learning
- Develop an annual overview ensuring full coverage of curriculum requirements
- Design and refine curriculum documents as required
- Prepare term, unit, and lesson plans appropriate to year levels and student needs
- Establish and maintain a classroom environment conducive to learning
- Maintain high standards of student behaviour, in line with the school's Student and Classroom Behaviour Management Policies and Procedures
- Set and assess assignments, homework and other tasks, returning work promptly
- Use a range of assessment strategies to monitor progress and provide timely feedback
- Maintain accurate records of attendance and academic progress
- Prepare written reports and communicate with parents as required
- Attend Parent-Teacher interviews and other relevant parent meetings
- Liaise with the ES Coordinator and wellbeing staff regarding learning needs or concerns
- Manage an annual classroom budget for resources and supplies
- Maintain a clean, organised safe learning environment
- Attend camps and excursions as required
- Attend all Awards nights, assemblies, carnivals, school performances and informative meetings as required

Duty of Care and Pastoral Care:

- Provide high-quality pastoral care to students
- Ensure students are correctly and neatly attired in accordance with the Uniform Policy
- Maintain familiarity with all relevant student-related policies
- Undertake playground and afterschool duties as directed
- Submit Risk Assessments for approval for high-risk activities, incursions and excursions
- Report incidents, hazards or concerns as soon as possible
- Participate in Professional Development activities. All teachers are expected to attend staff development and curriculum days as determined by the Principal or their delegate
- Engage in staff appraisal processes

Other Responsibilities:

- Adhere to LCS Staff Code of Conduct
- Attend and participate in devotions and other staff meetings as required
- Foster positive, professional relationships with students, families and colleagues
- Undertake relevant training and development as required
- Carry out other reasonable duties as required by the Principal or Heads of School
- Support school and Association activities as requested

WORKPLACE HEALTH & SAFETY

As a Worker under the Work Health & Safety Act 2012 (Tasmania), employees must:

- Take reasonable care for their own health and safety
- Take reasonable care that their acts or omissions do not adversely affect the health and safety of others
- Comply with reasonable instructions to support WHS compliance
- Cooperate with school WHS policies and procedures
- Report hazards, risks, injuries and damage promptly using the school's reporting systems

CONDITIONS OF EMPLOYMENT

- Conditions of Employment are outlined in the Tasmanian Independent Christian Schools (Teachers) Multi Enterprise Agreement 2025 (CMEA) and National Employment Standards
- Employees must be committed and active in their relationship with Jesus Christ, evidenced by regular attendance and engagement with a local church community. The expression of that faith will be consistent with LCS's Statement of Faith
- All staff are expected to comply with all school policies and adhere to the LCS Staff Code of Conduct
- Current registration with the Tasmanian Teachers Registration Board and relevant tertiary qualifications
- Hold and maintain a current Working with Vulnerable People (Employment) Card
- Complete annual Child Safety and Duty of Care online compliance modules
- Ability to obtain and maintain First Aid certification (HLTAID011)

SAFEGUARDING CHILDREN AND YOUNG PEOPLE

Our organisation takes safeguarding children and young people seriously, and as an employee of Launceston Christian School, you are required to meet the behaviour standards outlined in our Staff Code of Conduct. You will receive a copy of the Code of Conduct as part of your onboarding.

In our delivery of services to children and young people, Launceston Christian School requires the highest level of ethical and moral practice. As part of your safeguarding duties, you are required to:

- Provide a welcoming and safe environment for children and young people
- Promote the safety and wellbeing of children and young people to whom we provide services
- Provide adequate care and supervision of children and young people in your charge
- Act as a positive role model for children and young people
- Report **any** suspicions, concerns, allegations or disclosures of alleged abuse, to management
- Report any breaches of policy by staff, however minor, to Launceston Christian School management
- Maintain valid Working with Vulnerable People (Employee) documentation
- Report to management any criminal charges or convictions you receive during the course of your employment that may indicate a possible risk to children and young people
- Ensure all Launceston Christian School policy compliance is met in a timely manner