

<b>REPORTS TO:</b>	Head of College, Head of Campus P-6
<b>KEY RELATIONSHIPS:</b>	Head of College, Head of Campus, and other Senior Leadership Team (SLT) members  The Learning Coach is a member of the Junior Campus Leadership Team
<b>TENURE:</b>	3 Years (subject to enrolments)

## OVERVIEW

The Learning Coach is directly responsible to the Head of Campus P-6 for all matters relating to the development of precision in practice across P-6. The Learning Coach is responsible for working with the teaching staff and associated staff (Teacher Aides, Specialist staff and Ancillary staff) to lead and assist them in the implementation and strengthening of the Teaching and Learning Framework. The Learning Coach is required to support and promote the College's strategic direction in all matters so that the Junior Campus maintains and further develops an innovative curriculum that enables the students to attain their potential.

This includes supporting staff in implementing programs that utilise fully the College's Agile Digital Learning Strategy and all appropriate infrastructure.

The Learning Coach is expected to uphold and model the highest standards of teaching practice and will be expected to support classroom teachers to further develop their own teaching practices.

### **The Learning Coach will:**

- Have an understanding of and commitment to the Christian faith
- Have an understanding and commitment to support the teachings of the Lutheran Church, and the mission of the Lutheran School
- Contribute to the mission of the College in some of the specific Christian activities of the College
- Reflect on how they can develop in their understanding and competency to contribute more effectively to the mission of the Lutheran School.

## THE ROLE

### **The Learning Coach will:**

- Support the College's mission, vision and values
- In collaboration with the Head of Campus and Deputy Head of Campus, develop, implement and measure the success of a Learning Improvement Plan as it applies to the Junior Campus
- Champion, coordinate and provide exemplary management of curriculum planning into SEQTA, ensuring that it is innovative, maintains clear focus on quality learning practices, and appropriately delivers the Australian Curriculum
- In collaboration with the Head of Campus, Deputy Head of Campus and Senior Campus Leadership, assist with the development of a Middle Years pedagogy (Year 6 – 9) by employing seamless and contemporary thinking to the transition of students from Year 6 – 7
- Contribute to whole College curriculum policy and program development
- Strive to achieve annual targets for Junior Campus in line with the College's strategic intent
- Develop and lead staff professional development, including facilitating weekly staff meetings

- Support the development of the Arts program in collaboration with the Arts Teacher as a new College endeavour
- Collaborate with and support the development of all other Specialist areas
- Work in close collaboration with the Head of Campus P-6 and Deputy Head of Campus P-6
- Attend Leadership meetings as appropriate and as directed by the Head of Campus P-6 or Head of College
- All and any other duties as directed by the Head of Campus P-6 or Head of College

## KEY DUTIES & RESPONSIBILITIES

### 1. Leadership

- 1.1. Articulate a coherent and robust educational philosophy, consistent with the College's ethos and values, and curriculum vision, in collaboration with Head of Junior Campus
- 1.2. Lead the staff in maintaining a contemporary pedagogy that achieves best practice
- 1.3. Disseminate information and lead discussion about innovative and exemplary pedagogical practice
- 1.4. Facilitate appropriate consultation between staff on the Junior Campus
- 1.5. Encourage colleagues and students to pursue challenging goals
- 1.6. Encourage colleagues to develop their own professional practice

### 2. Leading Learning

- 2.1. Oversight of curriculum development in line with LEQ, ISQ and Australian Curriculum advice and expectations
- 2.2. Assist in the continued integration of the College's Agile Digital Learning strategy into classroom environments, including supporting staff in personal development and planning in this area
- 2.3. Set annual learning priorities with the Head of Campus P-6
- 2.4. Respond to government and system (LEQ/LEA) policy or information papers as needed
- 2.5. Liaise with Junior Campus Leadership team to coordinate the continued development of student focussed contemporary learning practices within an agile and fluid environment
- 2.6. Maintain oversight of planning through SEQTA, providing feedback and ensuring appropriate coverage of content and standards
- 2.7. Work with the Head of Campus P-6 and other Leadership members to implement the College's quality teaching and learning strategy
- 2.8. Model exemplary planning, teaching, assessment and reporting practice
- 2.9. Support staff to achieve best practice in leading learning from within with a focus on student efficacy
- 2.10. Assist in supporting programs for students with special needs

### 3. Data, Assessment & Reporting

- 3.1. Champion the development and effective use of a Junior Campus Data Wall
- 3.2. Coordinate with the Deputy Head of Campus P-6 to facilitate regular Case Management Meetings with staff to improve student and staff learning outcomes
- 3.3. Assist in the management of the Junior Campus assessment and reporting procedures to ensure high standards
- 3.4. Assist in the development and management of a system for tracking student performance
- 3.5. Coordinate appropriate strategies to improve student learning outcomes

### 4. Communication

- 4.1. Maintain excellent College – home communication channels including: writing articles for newsletter, Parent / Teacher conversations and speaking at Information Evenings as required
- 4.2. Assist with planning for staff meetings, parent-teacher meetings, events, assemblies, Open Day etc
- 4.3. Promote the College positively on all occasions

**5. Other**

- 5.1. Assist staff in managing co-curricular programs from Prep to Year 6
- 5.2. Assist Head of Campus P-6 and Deputy Head of Campus P-6 to coordinate parent seminars and information evenings
- 5.3. Assist the Head of Campus P-6 to coordinate staff development to achieve continuous improvement, as a Learning Coach
- 5.4. Lead discussion about exemplary teaching and assessment practice
- 5.5. Lead, educate and support staff in using current and new technology and digital platforms such as MS Office, Teams, SeeSaw, Vivi and others
- 5.6. Assist with staff induction, in association with the Head of Campus P-6
- 5.7. Assist with the management of Junior Campus events
- 5.8. Assist with Junior Campus diary dates including: ICAS assessments (UNSW), NAPLAN online, and any other program delivery as directed by the Head of Campus
- 5.9. Teach a class, as required by the Head of Campus P-6 or Head of College

**Attendance at meetings:**

- Junior Campus Staff Meetings
- Junior Campus Leadership Meetings (as required)
- College Leadership Meetings (as required)
- Any other meetings as required by Head of Campus P-6 or Head of College

**Key Personal Attributes**

- A clear and demonstrated commitment to the Christian ethos of the College
- A commitment to the development of a personal Christian faith journey
- Loyalty and commitment to the College, students and staff
- Strong and proven leadership qualities including initiative, collaboration, ability to think flexibly, superior communication skills and an outstanding problem solver
- Discretion
- Self-motivation and the ability to motivate others
- A love of teaching and a passion for education
- High-level interpersonal skills and a proven ability to work collaboratively with staff and College/Campus Leadership
- Well-developed skills of time management and organisation
- Exemplary skills of communication with staff, students and parents including the ability to facilitate difficult conversations with staff
- Commitment to achieving best practice
- Positive and flexible attitude