



<b>POSITION TITLE</b>	Leading Teacher Student Services - Specialist Intervention Team
<b>SERVICE AREA</b>	Student Services
<b>DIRECTORATE</b>	Learning
<b>REPORTS TO</b>	Manager Student Services
<b>CLASSIFICATION</b>	Teaching
<b>DATE APPROVED</b>	

## Role Purpose

As part of the evangelising mission of the Catholic Church in the Diocese of Parramatta, the Leading Teacher is accountable working in partnership with leaders and teachers to effectively implement whole school processes for personalised learning.

## Key Accountabilities

### FUNCTION SPECIFIC ACCOUNTABILITIES

The Leading Teacher Student Services is accountable for working in partnership with leaders and teachers to effectively implement whole school processes for personalised learning. This requires a deep understanding of our obligations under the Disability Discrimination Act and Disability Standards for Education. This will include:

- working systematically to support students with diverse learning needs including the development of Personalised Plans
- demonstrating a deep knowledge of strategies that support the development of effective learning interventions within a school context
- leading staff and students in the use of technologies that can improve learning outcomes for students with diverse learning needs
- working within and across teams to maximize learning outcomes for students with diverse learning needs
- implementing high yield strategies and interventions
- contributing to parent and community partnerships
- undertaking development and review processes that promote professional growth

### LEVEL SPECIFIC ACCOUNTABILITIES

#### Catholic ethos

- Give witness to the Catholic faith and exemplify gospel values in their leadership and professional relationships
- Foster the faith formation of staff through opportunities for prayer and fellowship

#### Strategic direction

- Contribute to the strategic direction of the system and work with Directors and teams on strategic planning for the relevant service area
- Collaborate with key stakeholders in the delivery of the Diocesan pastoral vision and services to schools

#### Team leadership and development

- Oversee progress of operational planning to meet identified strategic objectives

- Work with managers and teams to ensure efficient and effective delivery of services
- Identify and oversee continuous improvement and change initiatives within the relevant service area

#### People development

- Provide mentoring, regular performance feedback and coaching for staff in the relevant service area with a focus on continuous learning that is aligned with the culture and values of CEDP

#### Risk and compliance

- Monitor and manage key accountabilities, standards and processes within the relevant service area to mitigate risk
- Oversee the development of procedures and best practice guidelines within the relevant service areas and ensure compliance with policies and legislative requirements

## Required Standards

The standards and expected level of proficiency are integral to the role and will be used as the basis for assessment of suitability and performance.

Standards Framework			
Standard group		Standard name	Expected level of proficiency
Behavioural	Individual	Self-Development / Continuous learning	A
		Adaptability	S
	Interpersonal	Collaboration and communication	S
		Responsibility and ownership	S
Analytical	Planning, organising and problem solving	S	
Leadership	Leadership	Delegation	A
		People development	S
		Leading a team	S
		Understanding of the organisation's mission	S
		Strategic positioning	S
Technical / Functional	Technical / functional	Attention to detail	A
		Knowledge & application of Policies, Procedures, and Processes	A
		Knowledge & application of Industry, Emerging Trends and good practice	S

Key: P = Proficient, S = Skilled, A = Advanced, E = Expert

## Typical Experience and Qualifications

- Tertiary qualification in a relevant area of study
- Functional strategy and leadership experience
- Stakeholder management experience
- Negotiation, conflict management and interpersonal skills
- Demonstrated ability to respond to the changing educational environment

Catholic Education Diocese of Parramatta is a modern working environment that requires the agility of staff to respond to a changing educational context and the needs of our communities. CEDP may amend the duties and responsibilities of staff in accordance with changing circumstances and business needs.