



Marian Catholic College

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Job title: Leader of Learning – KLA

Reporting to: Leader of Learning – Curriculum

Conditions:

- Permanent, full-time position
 - Middle Leadership position
 - 2PT Co-ordination salary allowance
 - 0.2 FTE time allowance
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Purpose:

The Leader of Learning – KLA is responsible to the Leader of Learning – Curriculum and shares in leading the Catholic Learning Community of Marian Catholic College by supporting the Principal and the Leadership Team.

The Leader of Learning – KLA exercises this responsibility by ensuring that the KLA delivers high quality contemporary learning and teaching for the community it serves which is embedded in the Catholic worldview. The position has accountability for the design, development and delivery of quality curriculum across the Key Learning Area. The position also has accountability for assessment and reporting, both internal and external, data management, to support learning and teaching, and ensuring educational compliance with both system and NSW Education Standards Authority requirements.

Requirements of the Role:

- A strong commitment to the Catholic faith in practice and lifestyle, witness and modelling.
- Minimum of four years professional qualification in education.
- A post graduate qualification or a commitment to undertake further relevant study.
- Demonstrated record of leading learning in schools.
- An understanding of contemporary learning theory and practice, and an ability to ensure that this is evident in the teaching and learning within the College.
- Demonstrated capacity to challenge, inspire and lead teachers in contemporary and innovative learning and teaching practices.
- Commitment to team and building relationships.
- Demonstrated commitment to ongoing professional learning and formation.
- Provision of opportunities to build capacity in KLA teaching staff to support the Diocesan Strategic Intent.

Leading Self and Others:

- Build the capacity and capabilities of self and others.
- Challenge existing practice to ensure reflection and continuous improvement.
- Work with colleagues as a leader and team-member.

Walk with Christ

- Lead a strong team that takes responsibility for implementing curriculum programs and structures that build a culture of continuous improvement.

Engaging and Working with the Community:

- Establish networks both within the Catholic school community and broader educational community with regards to KLA curriculum.
- Ensure that KLA teachers work closely with their colleagues, Learning Support staff, counsellors and parents in case of students experiencing difficulty.

Responsibilities and Accountabilities:

- Provide sound leadership to and administration of the KLA. Including: Spiritual, Curriculum, Professional Development, Pastoral Care, Teaching and Learning, Assessment and Evaluation, Extra and Co-Curricular, Management, WHS, Financial and Strategic areas of responsibility.
- Encourage and support the Catholic culture, mission and religious ethos of Marian Catholic College.
- Give personal witness and model Gospel values and actively support the College motto of 'Walk with Christ'.
- Provide appropriate liaison between senior and middle leadership team and the wider staff.
- Manage the KLA budget to enable the College to continually improve teaching and learning.
- Actively support the College focus of 'every student engaged, every student learning'.
- Support the setting of goals and high expectations for all students and teachers.
- Coordinate data analysis for the KLA to inform learning and teaching.
- Plan and engage in professional learning with KLA staff on contemporary learning and teaching.
- Undertake professional learning.
- Support the implementation of Diocesan initiatives as well as the literacy, numeracy and formation programmes of the College.
- Work collaboratively with the KLA team to ensure 24/7 curriculum compliance.
- Coordinate the reporting process for the KLA.
- Support subject selections and subject selection counselling.
- Coordinate class lists for the KLA.
- Process Illness/Misadventure applications for RoSA and HSC.
- Contribute, as a member of the Middle Leadership Team, to the cohesive implementation of the overall direction and function of the College.
- Perform other duties as requested by the Leader of Learning – Curriculum or College Principal.