



Position Description

Information & Technology Teacher/Co-ordinator

Years 7 – 12, with some Primary classes

Permanent Full-time position

Korowal is a unique place to work. We are an independent, co-educational, secular K-12 school in the Blue Mountains, and value academic and creative pursuits equally. We work together to ensure that respectful relationships are maintained.

Role Description

Co-ordination: This is an exciting opportunity for a passionate teacher and co-ordinator of IT. We are wanting the successful applicant to take us to the next stage, directing the School's existing and future needs for a dynamic learning environment.

The IT Teacher/Co-ordinator works closely with our IT systems manager and is responsible for integrating all aspects of Information Technology within the School, through both learning and administrative operations.

Korowal School is a BYOD 'Mac' school, using a Google platform.

Teaching: The role involves teaching some primary classes (we are keen to set up a Maker Space), Stage 4 Technology Mandatory, and Stage 5 Information and Software Technology elective. The ability to teach one of the HSC courses in Industrial Technology (Multi-Media), Information Processes Technology or Software Design and Development would be an advantage as we look to expand our HSC offerings in the future.

Terms and conditions of employment

Salary range \$104,941 to \$109, 023 under the NSW Independent Schools MEA Teachers Hybrid model, 2017-2020.

Appointment

The appointment is for a permanent position commencing October 9th 2017, with a formal review after 3 months.

Qualifications

Appropriate tertiary qualifications recognized by the NSW Institute of Teachers for eligibility to teach in New South Wales.

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Responsible to: The Principal, Korowal school

The co-ordinator will meet and work regularly with the executive to ensure coherence and continuity in systems, curriculum delivery and future planning.

Teachers at Korowal take care:

- To foster committed, mutually respectful relationships between students, teachers and parents.
- To discuss in staff meetings or with the Executive, the specific needs of each student and their families.
- To provide a healthy, safe and welcoming learning environment that is focused on sustainability.
- To creatively and effectively arrange the teaching spaces.
- To model and encourage a respectful and custodial approach to the school's physical and natural environment.
- To provide a learning environment that fosters self-discipline and endeavor.
- To work creatively and sensitively with colleagues, communicating clearly and openly to maintain a good working relationship and allowing other teachers and staff to contribute to the School to their greatest capacity.
- To work with colleagues to implement interdisciplinary teaching practices which support an integrated and holistic educational experience.
- To attend staff meetings and other meetings as required.
- To sensitively and willingly work in harmonious partnership with parents/carers, respecting difference without compromising individual ideals or the School's ideals.
- To be available for interviews/meetings with parents (at an agreed time) on a needs basis.
- To maintain the necessary administrative records and stay informed of and adhere to the regulations and requirements of the various government bodies.
- To attend curriculum days and appropriate conferences/meetings.
- To keep abreast of current issues which affect curriculum and relevant discipline areas of study.

Responsibilities

- In co-operation with the IT systems manager and executive, develop, implement and manage the School's strategic plans for IT, ensuring that they facilitate an innovative outlook for infrastructure, systems and learning.
- Oversee the operations of IT, developing and maintaining the highest standard of service for the School's IT services in conjunction with our IT Systems Manager.
- Co-manage the implementation of major projects and systems upgrades, including training needs for students, staff and parents as necessary.
- Ensure effective and efficient management of technology including hardware, software, support, security and risk management.

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Responsibilities Cont'd

- Conduct IT presentations to Year group meetings for students, parents and carers.
- To be responsible to the High School and Primary School Co-ordinators in assisting with the provision and delivery of an educational program; to work within the vision of Korowal School and to provide a nurturing, supportive environment and education in keeping with the ideals and methods of human-centered education.
- To uphold our policies and procedures.

Selection Criteria *(these must be addressed in your application)*

The successful applicant will have:

- Strategic thinking with strong leadership skills and proven abilities in managing IT teams and projects to budget.
- Knowledge and experience with information systems in education, in particular school management systems, learning management systems and web portal solutions.
- Experience with both Windows & Mac.
- An appropriate qualification which is recognized by the NSW Institute of Teachers.
- Experience delivering the complete NESA IT curriculum to Years 7-10 and it is an advantage if you have experience teaching Year 11 and 12 classes (continuous) in either Industrial Technology (Multi-Media), Information Processes Technology or Software Design and Development.
- Experience in writing programs for Stages 4-6 in IT, with an advantage for Preliminary and HSC courses.
- Demonstrable understanding of regulations and legislation relevant to teaching secondary students in NSW.
- Current NSW Working with Children Check number.
- Well-developed communication skills with the ability to convey technical information to non-technical people.
- Demonstrated capability to support teachers in effectively and appropriately integrating ICT into teaching and learning.
- Project management experience and proven ability to engage stakeholders.
- Ability to work independently, cooperatively, and with initiative.
- A willingness to uphold Korowal School's values and ethos.

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Submitting your application

Please ensure that you include all of the following:

1. Provide your CV with your application and include copies of your qualifications.
2. Supply the names and contact details (both day and evening) of four (4) referees, being 2 professional and 2 personal referees.
3. Address all the Selection Criteria (above) in writing.
4. Provide your current WWCC number.
5. Address your availability for the proposed starting date of October 9th, 2017.

All applications are to be submitted by Monday 17th July, 2017 at 5.00pm (cob).

Application may be addressed to the Principal, Barbara Fitzgerald and sent via email (please PDF all documents) to: jobs@korowal.nsw.edu.au. In the subject line please state '*IT Teacher/Co-ordinator Application*'

Or

post to: Korowal School, 54 Hall Parade, Hazelbrook. NSW. 2779