

Teaching and Learning Leader

POSITION PURPOSE

The Teaching and Learning Leader role exists to:

- Maximise student success at Y Community School.
- Ensure a curriculum is developed and delivered which meets the needs of individual students, aligns with the goals and philosophies of the school and complies with the relevant curriculum frameworks.
- Support teachers to improve teaching practice and deliver courses in line with the school curriculum.
- Support teachers to develop and implement individual learning plans and make and record adjustments for their students according to their level of need and in line with the NCCD requirements.

YOUR AREAS	WHAT YOU DO	SUCCESS MEASURES
Leadership of staff	• Work with the Principal and Campus Principal to provide effective leadership of Teaching and Learning across all curriculum areas of the campus. • Work with the leadership of the Campus to provide an effective leadership team on the campus. • Work with Teaching and Learning Leaders from other campuses to ensure consistent approaches, sharing of practice and continual improvement in Teaching and Learning.	• You make a positive contribution to the campus leadership and school wide leadership; • Positive feedback regarding your leadership.
Leadership of Curriculum / Teaching & Learning	• Support innovative and creative approaches to engage students and work to have these shared and embedded across the school. • Support all teachers to develop and deliver a planned curriculum that provides for individual flexibility and accounts for the specific needs of students in their classes. • Monitor the planning for, and effectiveness of, teaching and learning in all classes across the campus. • Facilitate teacher collaboration through the running of effective PLTs and other forums for collaborative work. • Support teachers and learning support officers to work together and to maximise the effectiveness of Learning Support Officers in supporting students with all areas of learning. • Ensure curriculum and teaching and learning resources are organised, shared and maintained in an appropriate format. • Ensure a process is in place for all students to have Individual Learning Plans that these recognise and	• All teachers can demonstrate their planning process and how they have considered the needs of their students in their planning. • Teachers report that PLTs and other collaborative forums are effective in supporting their work and developing their practice. • Learning support staff report satisfaction and a sense of efficacy in their work. • Curriculum and teaching and learning resources are stored

	provide for the adjustments required by individual students. • Ensure adjustments are recorded in line with the guidelines in the NCCD. • Develop and maintain systems and processes to monitor and respond to the learning progress and needs of all students. • Ensure assessment and reporting processes are carried out in an effective efficient and timely manner. • Ensure the appropriate VRQA and VCAA compliance activities and requirements are met to a high standard.	and organised on the Intranet. • Teachers carry out assessments of students and maintain accurate assessment records. • School reports provide an accurate reflection of student progress based on assessments.
--	--	---

VET, Careers & Pathways Leader

POSITION PURPOSE		
The VET, Careers & Pathways Leader role exists to: • Ensure a careers and pathways focus exists across all levels of curriculum. • Ensure the students of the campus are supported, through their teachers, to access careers education, pathways options, structured workplace learning or work experience, and VETis / Vocational training. • Ensure there is a broad range of options available to our students to maximise their success in life.		
YOUR AREAS	WHAT YOU DO	SUCCESS MEASURES
Leadership of staff	• Work with the Principal and Campus Principal to provide effective leadership of Careers & Pathways programs across the campus. • Work with the leadership of the Campus to provide an effective leadership team on the campus. • Work together with VET, Careers & Pathways from other campuses to ensure consistent approaches, sharing of practice and continual improvement in VET, Careers & Pathways.	• You make a positive contribution to the campus leadership and school wide leadership. • Positive feedback regarding your leadership.
Leadership of VET pathways and Careers	• Work with the Campus Principal and Teaching and Learning Leader to incorporate a careers and pathways focus across the curriculum. • Support students and their teachers in identifying career options and in accessing work experience / structured workplace learning, SBATs, VETis options and any other programs to support their future employment opportunities.	• Teaching programs incorporate a planned approach to the development of employability skills and career options. • Students receive good quality guidance and support in accessing vocational options and making career and employment choices.

	• Ensure the requirements of Vocational Training and work placement are met to allow students to complete their VCE VM or VPC certificates. • Work with the school leadership to ensure VETis programs are planned for, resourced and operate effectively to meet student needs. • Support students who are planning to leave the school and their teachers in identifying appropriate training and employment pathways. • Work with external providers and build networks of providers, employers and support personnel to ensure students gain the maximum level of support available. • Ensure systems and processes are in place so that all required and desirable records are maintained and kept in an efficient and effective manner.	• Students access VETis and vocational courses as required for their successful completion of certificates and / or to assist them in accessing employment opportunities. • External providers and professionals visit the school regularly and support our students both within and outside the school. • Accurate and up to date records exist for all pathways, vocational training enrolments and all other areas of your work.
--	---	---