



JOB DESCRIPTION OUTDOOR EDUCATION TEACHER

Employment Conditions	Fulltime, ongoing, subject to successful completion of six month probation period
	In accordance with the St Mary's Anglican Girls' School Enterprise Agreement
Reports to	Director of Outdoor Education
Last Revised Date	May 2023

Our overarching purpose is **to engage hearts and ignite curious minds.**
Our intent is to enable staff to flourish in a supportive and inspirational environment that encourages personal and professional growth.

OUR PURPOSE: To engage hearts and ignite curious minds.

OUR VALUES: • Courage • Respect • Aspiration • Compassion • Integrity •

St Mary's Outdoor Education program offers a comprehensive and diverse program. It is designed to stimulate and equip our students with a sense of curiosity, knowledge and a range of skills beyond the classroom to develop the whole person. The program is sequenced across Years K to 12 to enable the girls to build on their skills and continue to be challenged each year.

ROLE

The Outdoor Education teacher delivers an holistic outdoor education program, catering for all year groups from K to 12. Responsibilities include assisting in planning and preparation to provide a differentiated outdoor program to engage students in outdoor experiences.

The Outdoor Education Teacher will assist in the organisation of camps for all year levels, as well as the Duke of Edinburgh International award program.

RESPONSIBILITIES

Teaching and Learning

- Plan and implement coherent, well sequenced teaching and learning programs that engage students and maximise learning.
- Use a range of teaching strategies to deliver quality teaching programs that are responsive to the learning strengths and needs of students.
- Establish inclusive, high-quality, supportive learning environments where learner engagement and academic improvement are priorities.
- Prepare all lessons, assessment procedures and programs according to St Mary's requirements and Outdoor Education's philosophy and guidelines.

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- Undertake the Duke of Edinburgh's Bronze, Silver and Gold Award Scheme according to Duke of Edinburgh's Award guidelines, St Mary's Outdoor Education's guidelines and St Mary's Risk Management guidelines.
- Assist in the planning and execution of participation in other programs such as the World Challenge Program and the IGNITE Award.

Outdoor Education Programs

- Undertake Junior School programs and Senior School programs as required.
- Liaise with the Director of Outdoor Education and participate in the planning, preparation and delivery of programs, including risk management, bookings and equipment supply, student liaison and attendance at Year Parent Nights.
- Whilst on camps disseminate equipment as required by St Mary's Outdoor Education guidelines, lead groups as required and oversee cleaning and packing up of all camp equipment.

Pastoral Care

- Actively participate in pastoral care and wellbeing programs and other cocurricular activities. Some cocurricular activities will occur outside normal school hours.
- Communicate with students, colleagues and parents/guardians in a respectful, clear, caring and professional manner.

Risk and Resource Management

- Uphold the School's Outdoor Education Risk Management Procedures.
- Attend Outdoor Education training and risk management programs.

Community Service Coordinator

- Introduce program and logbook requirements to Year 10 students at the beginning of the year, in consultation with the Head of Year.
- Maintain database of student Community Service records.
- Monitor, encourage, remind and follow up progress of students and give guidelines for suitable placements and service possibilities.
- Liaise with external bodies and organise year group community service days.

Other duties

- Participate in and assist with any outdoor education staff training camps or activity sessions.
- Participate in school functions including Speech Night and Parent Teacher evenings.
- Engage in professional reading and development as part of an expectation of continual professional learning.
- Participate in department meetings and whole staff meetings. Some of these may occur outside of normal school hours.
- Abide by the staff Code of Conduct and other School policies.

The above is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

EDUCATION, EXPERIENCE, SKILLS AND PERSONAL QUALITIES

Education/Qualifications

Essential

- Relevant tertiary qualifications or equivalent.
- Registration with the Teacher Registration Board of Western Australia.
- Senior First Aid Certificate

Desirable

- Wilderness First Aid certificate
- Qualifications/certifications in the following:
 - Caving
 - Mountain biking
 - Abseiling
 - Water rescue
 - First Aid trainer

Experience and Skills

Essential

- Ability to provide a stimulating learning environment, effective teaching and exemplary assessment practices.
- Knowledge and understanding of the Western Australian Curriculum.
- A comprehensive understanding of current educational issues, particularly the education of girls.
- Analysing and using data to inform teaching and learning requirements.
- Ability to design, implement and review high quality assessment tasks.
- Excellent organisational and time management skills.
- Ability to work collaboratively as part of a team.
- Ability to successfully manage a number of diverse tasks in a busy environment.
- Ability to maintain a high level of resilience and emotional agility.
- With personal responsibility and through collaboration and teamwork, be able to successfully navigate and manage change.
- Be able to use your personal and problem-solving skills to manage and work collaboratively through conflict, to resolution.

Personal Qualities

Essential

- Ability to communicate positively and effectively with all members of the School community.
- A commitment to ongoing professional learning and the desire to be part of a dynamic educational team.
- Good sense of humour with a positive outlook.

WORKING RELATIONSHIPS

Internal

Principal
Executive staff
Director of Outdoor Education
Administrative staff
Teaching staff
Students

External

Parents, guardians or relatives of students
External providers
Training organisations
External program facilitators

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OUR COMMITMENT TO CHILD SAFETY AND CHRISTIAN VALUES

St Mary's Anglican Girls' School is a child safe environment. Our school actively promotes the safety and wellbeing of all students, and all school staff are expected to be committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations and in accordance with our Child-safe Framework. A valid Working with Children Card and National Police Clearance are required for all employees at St Mary's Anglican Girls' School.

St Mary's is an Anglican school and applicants should be able to demonstrate empathy with and support for the School's Christian values.

St Mary's is a non-smoking campus and all staff are expected to adhere to this.