



St Mary's

ANGLICAN GIRLS' SCHOOL

JOB DESCRIPTION EARLY YEARS KINDERGARTEN TEACHER

Employment Conditions	Fulltime, ongoing subject to successful completion of 6 month probation period. Commencing Term 2 2025 or earlier. In accordance with the St Mary's Anglican Girls' School Enterprise Agreement
Reports to	Head of Junior School
Last Revised	March 2025

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

Proud of our legacy of academic excellence, St Mary's is grounded in Anglican faith and a strong sense of community. At St Mary's, every student is supported by passionate, experienced staff who bring out the best in each girl within our inclusive and nurturing environment.

The Junior School is committed to developing a love of learning in all our students through a rich and engaging curriculum. St Mary's Anglican Girls' School strives to ensure that every girl's educational needs are met through targeted learning experiences.

RESPONSIBILITIES

Teaching and Learning

- Programming for the academic needs of the class using Western Australian Curriculum documents.
- Contribute to the development and implementation of the necessary systems to ensure alignment with the National Quality Standards for Early Childhood Education and Care and the Early Years Learning Framework.
- Provide and document a high quality, play based early childhood program that balances play based child-directed learning with teacher-initiated projects and investigations.
- Implement a variety of approaches to Early Childhood Learning, curriculum, programming, and planning which contributes to a safe, holistic, and nurturing ELC environment.
- Promote excellence and cater for the needs of students to be both challenged and supported.
- Develop meaningful learning opportunities that are inclusive and engaging for each child so that individual learning plans and outcomes are achieved.
- Establish and maintain a learning environment both indoors and outdoors that is stimulating and provides a wide range of resources and materials that the children utilise to develop individual and group projects.
- Plan and implement coherent, well sequenced teaching and learning programs that engage students and maximise learning.
- Plan and implement literacy programs which are designed based on the science of reading

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- Use a range of teaching strategies to deliver quality teaching programs that are responsive to the learning strengths and needs of students.
- Have an extensive working knowledge of an inquiry approach to teaching and learning.
- Display extensive planning incorporating Learning Assets across all areas of the curriculum
- Establish inclusive, supportive learning environments.
- Develop, select, and use informal and formal, formative and summative assessment strategies to assess student learning.
- Prepare and deliver timely and targeted feedback and reports to students and parents.

Pastoral Care

- Provide a high level of pastoral care for students in the Junior School.
- Foster the development of positive relationships with students and the Junior School community.
- Actively participate in pastoral care and wellbeing programs and other co-curricular 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.

Other duties

- Participate in school functions including, but not limited to, performance evenings and Parent Teacher evenings.
- Carry out supervisory duties as required.
- 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.
- Other duties as may be required.

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

- Bachelor of Early Childhood, Degree or an ACECQA approved equivalent qualification.
- Registration with the Teacher Registration Board of Western Australia.

Experience and Skills

Essential

- Possess an extensive working knowledge and understanding of the Western Australian Curriculum.
- Excellent communication and interpersonal skills when working with families, children, and staff members
- Foster and inspire different approaches to stimulate a love of learning.
- Ability to provide a stimulating learning environment, effective teaching and exemplary assessment practices.
- Familiarity with ICT and the use of technology in the classroom.
- Excellent organisational and time management skills.
- Commitment to teamwork and the ability to work collaboratively as part of a team.
- Ability to successfully manage a number of diverse tasks in a busy school environment

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- 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.
- Participation in cocurricular activities.
- Good sense of humour with a positive outlook.

WORKING RELATIONSHIPS

Internal

Principal
Head of Junior School
Executive staff
Deputy Head of Junior School (Curriculum)
Deputy Head of Junior School (Pastoral Care)
Coordinator of Teaching and ACE
Teaching staff
Administrative staff
Students

External

Parents, guardians or relatives of students

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 the St Mary's Child Safe Policies and Codes of Conduct. 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.