TYNDALE CHRISTIAN SCHOOL
God's Truth Prevails
SALISBURY EAST

Position Title	Head of Teaching Learning	**Career Group**	Executive
Classification Level	TBC	**Reporting To**	Principal
Sub-school	Whole School	**Executive Leader**	Principal

Purpose of the Role

The Head of Teaching and Learning is responsible for the operational and strategic leadership of teaching and learning across the Salisbury East Campus.

The Head of Teaching and Learning:

1. Leads teaching and learning to implement an effective learning and assessment framework that uses data and benchmarking to improve student outcomes;
2. Leads improvement, innovation and change through being aware of educational trends and best practice; and
3. Leads the school in promoting excellence in teaching and learning.

Additional Reporting Relationships

The Head of Teaching and Learning will be a member of the Salisbury East (SE) Executive and will work closely with the Tyndale Group of Christian Schools(TGCS) Executive Director of Teaching and Learning.

A Christian Example

Each employee is required, in connection with their work, to behave in a manner consistent with the principles and beliefs and in accordance with the Christian ethos of the School, as contained and interpreted in the Vision, Mission, Core Purpose, Statement of Faith and Core Values. They provide a specifically Christian role model and example:

- to all students and families associated with the School, as well as others outside the School community;
- of a faith-filled and Christ-centered life;
- performing their role diligently and with a servant heart; and
- showing that the body of Christ has many parts, and each part has a role to play that other parts are dependent upon, just as each employee is dependent upon others.

In their interactions with students, parents, other staff, contractors and visitors, employees will be sensitive to the needs and circumstances of others, showing grace and forgiveness, and always being prepared to speak or act as an example of a follower of Christ.

Summary of Work Responsibilities

Specific Responsibilities

1. The Head of Teaching and Learning will oversee:
    a. Further development and maintenance of a school curriculum that has a firm foundation on biblical principles using God's Big Story as the framework;
    b. delivery of the Australian Curriculum, SACE and other external assessment programmes;
    c. strategic oversight of F–12 data-informed practices, fostering a culture where student learning, achievement and wellbeing data are used purposefully to identify trends, inform teaching practice, monitor progress and drive continuous improvement.
    d. reporting to parents/caregivers on student achievement;
    e. professional learning planning
    f. strategic leadership for the Teaching School, overseeing its ongoing development, partnerships and programs, and promoting opportunities that strengthen teacher preparation, professional learning and quality teaching practice across the School;
    g. the placement of Pre Service teachers and the liaison with the Universities;
    h. planning and development of new initiatives for the future of the School; and
    i. development of current and future teaching and learning policies aligning to the TGCS Teaching and Learning framework
    j. Instructional coaching, utilising the Playbook as a practical tool to support reflection, development and consistent practice.
    k. embedding a Faith Formation Framework that strengthens the integration of Christian faith and biblical worldview within our community.

2. The Head of Teaching and Learning will also provide general leadership through:
    a. supporting the efficient running of Learning Enrichment and Diverse Learning programmes.
    b. building strong relationships with staff to ensure that they are supported in their professional lives;
    c. maintaining effective lines of communication with Executive and Senior Leadership, the parent body, the staff and students; and
    d. contributing to the development of the School's masterplan ensuring academic priorities inform capital projects;
    e. developing partnerships with CSA, AISSA, universities and other schools both locally, interstate and globally that enables Tyndale Christian School to provide educational and spiritual leadership to the wider community.
    f. Leading and overseeing the F–12 instructional coaching framework, ensuring a consistent, evidence-based approach that builds teacher capability, strengthens instructional practice and fosters a culture of professional growth and collective efficacy.
    g. Provision of strategic leadership and oversight of the F–12 Highly Able Learner Program, ensuring consistent processes for identification, appropriate differentiation,

enrichment and extension opportunities, and ongoing monitoring of student growth and achievement.

h. auditing and mapping current initiatives to identify alignment, opportunities for integration and areas for future development.

3. Contribute to a safe and healthy workplace by:

a. providing adequate supervision, safe work practices, personal protective equipment, training, and sufficient resources to ensure employees can safely and competently carry out their work;
b. involving and consulting employees, health and safety representatives and safety committees in the identification, elimination and control of workplace hazards;
c. promoting both the safety and well-being of all employees, and (the school) commitment to the provision of a safe and healthy environment;
d. ensuring that accidents or near misses are quickly and competently investigated with employee involvement, and recurrence prevented;
e. actively participate in the return to work programs of injured workers in accordance with the rehabilitation policy; and
f. generally caring for their own safety and that of others, including volunteers, students and parents, that may possibly be affected by actions or inaction.

4 Attend professional development and training required by the School, and actively seek opportunities to increase knowledge, experience and skills held.

Essential Criteria

Attributes that must be held in order to perform the job to a satisfactory standard.

General requirements

1. Have a sincere faith in Jesus Christ and are involved in their local church community.
2. Have a passion for Christian education and integrating a Christian biblical worldview into curriculum, pedagogy and their professional witness and relationships with students and the wider school community.

Qualifications, education and professional memberships

1. Registered teacher with demonstrable knowledge and expertise in Teaching and Learning to fulfill the requirements of this senior role.
2. Significant Senior Leadership in education.
3. Master's or Post Graduate equivalent degree in Education (highly desirable).

Abilities, aptitudes and skills

1. Relate well to students, staff, and parents.
2. Demonstrate a high level of competency, initiative and flexibility in their approach to managing programs, assessments and reporting.
3. Assist staff towards resolution with student learning issues.

4. Demonstrate a willingness to assist and be assisted by colleagues so that overall objectives across the Schools can be met.
5. Demonstrate a commitment to the overall well-being of students in order to achieve success.
6. Maintain the confidentiality of information according to privacy requirements.
7. Be familiar with the requirements and implementation of the Australian Curriculum and SACE.
8. Lead staff in embracing the School culture.
9. Have clear, timely and constructive communication with colleagues, parents and the wider community.

Agreement

The requirements of this job description are intended to describe the general nature and responsibility of work in this job. These statements are not to be construed as an exhaustive list of all duties, tasks and skills required of the job. This job description should be read in conjunction with the employee's current Employment Agreement and the Enterprise Agreement. Employees will also be required to follow any other job-related instructions and school policies, and to perform other job-related duties requested by their Immediate Responsible Officer and their Executive Leader to support the School's compliance with its legislative obligations. The Immediate Responsible Officer may, through consultation with the employee, vary the responsibilities of the position temporarily as required, but within the skills and responsibility levels appropriate to the position.

By signing this job description, I agree that it accurately reflects my role.

Employee Signature:	Date:
Print Name:	