



Head of Learning Support (Pre-K to Year 12)
Permanent full-time position commencing Term 1 2019

Our Story

Penrith Anglican College was established in 1998 with a clear vision – to encourage students to live lives of purpose and to develop a personal faith with Christ. That founding vision remains at the heart of our College.

An education at Penrith Anglican College is characterised by a progressive approach to learning. Our College is set in a modern campus at the foot of the Blue Mountains, with state-of-the-art facilities providing spaces for students to learn and grow.

Penrith Anglican College is a progressive co-educational College where students are encouraged to prepare for a bright future. Our College prepares students to achieve academic and personal excellence, with students in Year 11 and 12 completing the International Baccalaureate Diploma or the Higher School Certificate.

A large inclusive and nurturing community are the heartbeat of our College, with parent and community involvement in College life encouraged. We exist to help each student to learn, achieve and progress in order to build himself or herself a bright future.

Role Summary

The Head of Learning Support will be required to work closely with key staff to develop and lead the Learning Support program across the College. This position includes providing leadership and specialist knowledge to a team of Learning Support staff in order to provide an inclusive educational environment, which supports students with disabilities and other learning support needs.

Reporting

This role reports to the Director of Studies. It also works closely with the Head of Primary.

Teaching Requirements

Teaching will be negotiated according to the expertise and experience of the successful applicant.

Remuneration

The Head of Learning Support (Pre-K to Year 12) will receive a Leadership Level 2 allowance.

Key Responsibilities

- Implement and evaluate Learning Support programs and strategies Pre-K – 12
- Assist with the development, implementation and review of Individual Learning Plans, including leading IEP consultation meetings, ensuring teachers and parents are involved
- Assist classroom teachers to improve their understanding of student needs and to differentiate their teaching and learning strategies
- Communicate effectively the learning needs of students to both staff and parents/carers as required
- Work with Heads of Departments and classroom teachers to identify benchmark outcomes for in-class support
- Select, conduct and analyse appropriate diagnostic testing as required
- Engage with staff, and student data, including NAPLAN, ACER, pre and post assessments, to identify students with learning needs
- Analyse student data to inform best practice for teachers to meet the diverse learning needs of their classes
- Maintain and review records and documentation related to IEPs and adjustments made for individual students
- Prepare and submit to relevant authorities the documentation required for funding support and/or disability provisions for relevant students
- Review reports from specialists/sources and report recommendations to staff
- Collect data from schools to prepare for new students with diverse learning needs
- Track the learning progress of Learning Support students across the school
- Oversee the implementation of the Multilit Programs in the Primary School

- Lead a team in working collaboratively with classroom teachers to design and implement the required support for individual students to access quality learning at the appropriate level of academic rigour
- Support colleagues in adapting formative and summative assessment strategies to meet the additional learning needs of students including assessment for, as and of learning
- Support team members in applying a range of timely, effective and appropriate feedback strategies
- Support the integration of technology in the delivery of learning programs for students who require support
- Understand the Disability Act and apply this understanding in working with key stakeholders to provide appropriate support for students
- Oversee the annual Nationally Consistent Collection of Data (NCCD) funding process.
- Manage the Teacher Aide allocation 7-12 and oversee the Pre-K – Year 6 allocation
- Work collaboratively in classes to support the learning needs of all students
- Consult and communicate effectively with community-based specialist consultants and private providers of services
- Keep up-to-date with new developments in the area of special learning needs and share this information by providing information and comprehensive training programs for staff
- Co-ordinate reporting procedures for supported students
- Actively participate in College Leadership meetings and staff professional development activities
- Other duties as required by the Headmaster

Selection Criteria

The incumbent must:

- Have a personal commitment to the Lord Jesus Christ and regularly attend at a Christian church.
- Accept the College's Statement of Faith and live a lifestyle consistent with this.
- Be an excellent classroom practitioner with a thorough knowledge of the relevant NESA and IB Diploma curriculum documents and the ability to teach all English courses within these documents.
- Have the ability to work collaboratively within a team and lead a team effectively.
- Communicate effectively with students, parents, staff and other stakeholders.
- Be competent in the use of technology as a method of curriculum delivery.
- Demonstrate the use of data collection to inform learning improvement.
- Have a current Working with Children Check number.

Qualifications and Experience

The incumbent must:

- Be accredited with the NSW Education Standards Authority (NESA).
- Have tertiary qualifications in Special Education.

Remuneration

Remuneration, duties and conditions will be as per the [Independent Schools NSW/ACT Standards Model \(Teachers\) Multi-Enterprise Agreement 2017](#) (or as revised).

Application Process

Interested applicants should submit the following:

- A completed [Application for Employment as a Teacher](#) form.
- A cover letter addressing the selection criteria (no more than 2 pages) including how you are demonstrating the following:
 - A personal commitment to the Lord Jesus Christ and attendance at a Christian Church on a regular basis.
 - You live a lifestyle consistent with the College's Statement of Faith.
- A signed [Penrith Anglican College Statement of Faith](#).



- Current Curriculum Vitae.
- Three Referees, one of whom should be your Church Minister or Pastor.
- Copies of qualifications.
- Current Working with Children Check number for paid work.
- '100 Point' proof of identity (eg passport, birth certificate and licence/Medicare Card).

Penrith Anglican College complies with the requirements of the *Child Protection (Working with Children) Act 2012*. This position requires the successful applicant to have a new Working with Children Check in accordance with the *Child Protection (Working with Children) Act 2012*.

Applications close at 9.00am on Friday 30 November 2018 and must be emailed to applications@penrith.nsw.edu.au.