

Program Coordinator - Teaching and Learning

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Company: WA College Of Agriculture - Denmark

Location: Denmark

Category: arts-design-entertainment-sports-and-media

Independent Public School - Southwest Education Region WA College Of Agriculture - Denmark Program Coordinator - Teaching and Learning 00004754 Level 3, \$125,850 - \$137,715 per annum (SEA GA 2021)

Advertised Vacancy Number: IPS/SA852259

This is a permanent full-time position commencing Term 1, 2024

WA College Of Agriculture – Denmark is seeking a committed and enthusiastic Program Coordinator (PC) – Teaching and Learning (TL) - to join their leadership team.

The Program Coordinator will have a teaching load of up to FTE. Applicants with an ability to teach ATAR Agricultural subjects will be highly regarded. Successful applicants seeking part-time employment are encouraged to apply. In those instances, a pro-rated and reduced teaching load will be facilitated.

The Program Coordinator provides high quality leadership to staff as they lead and manage programs, processes and resources as articulated in the school business plan. The Program Coordinator for Teaching and Learning is responsible for guiding teachers across curriculum areas. They ensure that teachers are kept abreast of curriculum developments and provide support to teachers that enable them to engage in innovative pedagogical practices. The Program Coordinator provides operational support to teaching staff while ensuring that whole school strategic targets are met.

As a member of the leadership team, the Program Coordinator provides educational

leadership in the school and the community by assisting the Principal, and members of the administrative team, in promoting the school vision of excellence in teaching. This is achieved through evidence-based practice, continuous improvement, a positive learning environment, and encouraging staff share ownership of the school's vision and goals.

The Program Coordinator leads the development of innovative programs, processes and practice to achieve strong student outcomes, and is accountable to the Principal for the effective management of their area of responsibility.

The successful applicant will ideally have strong interpersonal skills and the ability to evaluate programs and processes, analyse relevant performance data, and develop strategic plans to achieve optimum outcomes. The Program Coordinator will ideally be a highly competent classroom teacher, modelling excellent classroom management and instructional skills, promoting a culture of professional growth and school-wide improvement. This selection process will initially be used to fill the above vacancy. Applicants assessed as suitable during this selection process may be considered for other similar vacancies that occur throughout our school for up to 12 months following this initial appointment. This includes circumstances where this position becomes subsequently vacant should the successful applicant decline or vacate the advertised position.

To be suitable for this role, you will need to demonstrate the following work related requirements:

Capacity to provide effective leadership in a diverse range of educational settings;

High level of interpersonal and public relations skills that demonstrate the ability to establish and maintain effective working relationships to achieve planned outcomes;

Professional knowledge and the ability to apply this knowledge to ensure a high level of educational outcomes for all students (Aboriginal students, students from diverse ethnic backgrounds and students with special needs).

Capacity to manage physical and financial resources.

Applications will be assessed against the work related requirements of the position. The business needs of the school may also be considered. It is therefore recommended that you consider all information contained in the advertisement and any other related information before applying for the vacancy.

The Department is an equal opportunity employer and encourages people with disability,

Aboriginal and Torres Strait Islander people and persons from culturally diverse backgrounds to apply.

Further information about WA College Of Agriculture – Denmark can be found by visiting or Additional information about Independent Public Schools is also available

For further job related information:

Application Instructions

All applications are submitted online. Select “Apply for Job”, at either the top or bottom of this screen and follow the instructions on your screen.

Your application should include:

A five (5) page statement addressing the Work Related Requirements, in context of the role and business needs of the branch

A CV of up to five (5) pages outlining your employment history and professional learning summary relevant to this position

The contact details for two (2) work related referees who can attest to the claims made in your written application, preferably one being your current line manager.

It is recommended you have these documents completed and ready to attach before selecting “Apply for Job”.

You are asked to complete an online application form and attach your documentation, please allow enough time to complete this process as applications cannot be accepted after the closing date and time.

Eligibility and training requirements

Employees will be required to:

provide evidence of eligibility to work in Australia for the term of the vacancy;

hold a recognised qualification in teaching and be currently registered or eligible for registration to teach in Western Australia;

obtain a current Department of Education Criminal Record Clearance prior to commencement of employment;

obtain or hold a current Working with Children Check;

complete the Department’s induction program within three months of commencement;

complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement;

complete any training specific to this role required by Departmental policy; and

complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

The Department applies a four (4) day breach period to this selection process.

APPLICATIONS MUST BE SUBMITTED ONLINE

PROFORMA, FAXED, HAND DELIVERED, POSTED, EMAILED AND LATE APPLICATIONS ARE NOT ACCEPTED.

ATTACHMENTS: -

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You can view and print these PDF attachments by downloading .

WORK TYPE: Permanent - Full Time **FTE** **LOCATION:** Denmark **CLOSING DATE:** 2023-10-30 4:30 PM

(YYYY-MM-DD) Position Title Program Coordinator - Teaching and Learning Agency

Department of Education Salary Location Denmark Unit/Division Independent Public School

- Southwest Education Region Branch WA College Of Agriculture - Denmark Work Type

Permanent - Full Time Position No. 00004754 Closing Date Position Title Program

Coordinator - Teaching and Learning Branch WA College Of Agriculture - Denmark Location

Denmark Work Type Permanent - Full Time Closing Date Salary Agency Department of

Education Company Information Description

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