

# THE ROLE



## Junior School Year Leader & Classroom Teacher

<b>Position Title</b>	Junior School Year Leader / Classroom Teacher
<b>Level</b>	Level 1 Leadership / Classroom Teacher
<b>Commencement Date</b>	Term 1 2026
<b>Hours</b>	Permanent Full-time

Thomas Hassall Anglican College is a vibrant P-12 independent College located with close access to the M5 and M7 in the growing southwest of Sydney. We are committed to challenging our students to look beyond boundaries and to use their gifts and talents to make a difference in the world. We are guided by our vision – Growing and Nurturing Excellence in Learning, Wisdom and Service.

The College is seeking to employ skilled and passionate Junior School educators to join our collaborative and professional team of educators. The successful applicants will be able to take responsibility for innovative teaching and learning practice within a designated grade and support the strategic plan of the College.

We currently have the following available:

- Year Leader
- Classroom teacher

The position of Year Leader is an excellent opportunity for experienced teachers and emerging leaders who are keen to inspire a small team and oversee 4-5 classes in an individual year group. Year Leaders can be allocated to teach and lead in any grade in Junior school under the direction of the Deputy Principal & Head of Junior School.

### Key Selection Criteria - Year Leader

the successful applicants for the above positions must be able to provide evidence to support the following criteria:

- Strong personal Christian faith and be a regular and practising member of a Bible-based Christian Church.
- A role model as an exceptional classroom teacher who is able to support the grade team in teaching and learning practice and oversee the wellbeing of students on the grade.
- Ability to coach and mentor staff to achieve professional goals.
- Evidence of leadership in educational innovation and development of curriculum and assessment.
- Ability to build and lead effective teams in Junior School year groups and work collaboratively as part of the Junior School leadership team.

# THE ROLE



- Strong organisational and time management skills with an ability to prioritise tasks and meet prescribed deadlines.

## Key Selection Criteria - Classroom Teacher

the successful applicants for the above positions must be able to provide evidence to support the following criteria:

- Strong personal Christian faith and be a regular and practising member of a Bible-based Christian Church.
- Demonstrate an understanding of how students learn and effective classroom teaching strategies.
- Capacity to work as a team with colleagues and leaders to continually improve teaching and learning.
- Employ effective strategies for managing student expectations and wellbeing as well as an ability to develop positive partnerships with College families.
- Excellent knowledge and understanding of the integration of technology in the delivery of learning.
- Demonstrated excellent communication and interpersonal skills, critical analysis and problem-solving skills

## Qualifications

- Appropriate teaching qualifications and NESA accreditation
- Experienced Teacher Accreditation (ISTAA) is an advantage for the leadership role

## Applications should include:

- Cover application letter
- Completion of Employment Application form available on the College website - This should include the names, addresses and phone numbers of three confidential referees. One of these needs to be from a Christian Minister.
- Resume outlining teaching, leadership and other experience relevant to the position
- A statement of educational philosophy
- Written response addressing the Key Selection Criteria in a maximum of 2-3 pages
- Valid NSW Working with Children details (WWCC)

Thomas Hassall Anglican College is dedicated to maintaining a child-safe environment and is committed to the safety, welfare and wellbeing of all children and young people entrusted to our care. Our Child Safe Program includes A Child Safe Policy developed in alignment with the Child Safe Standards, background screening and reference checks. We have a zero-tolerance for child abuse and are committed to doing what we can to keep students safe from harm.

**CLOSING DATE FOR APPLICATIONS: Monday 21 July 2025**

# THE ROLE



**Please note applicants will be considered for interview upon receipt of their application.  
Appointments may be decided before the closing date.**

Please forward your application to [employment@thac.nsw.edu.au](mailto:employment@thac.nsw.edu.au)  
Attention: Cathie Graydon - Director of Staff Services

Please visit our [website](#) for a full role description.

# ROLE DESCRIPTION



## Junior School - Year Leader

### Primary Purpose:

The Year Leader will work with Junior Staff to lead the Strategic Plan related to improvement of their relevant grade program in the Junior School. Year Leaders are able to be allocated to and lead any grade in Junior School under the direction of the Head of Junior School.

### Accountable to:

The Principal through the Deputy Principal/Head of Junior School

### Directly reports to:

P-2 or 3-6 Coordinator

### Relates to:

1. Director of Teaching and Learning - Junior School
2. Director of Operations and Welfare - Junior School
3. P-2 and 3-6 Coordinators
4. Teaching Staff

### The following staff report directly to the Year Leader:

- Teaching staff of the relevant year group grade

## Major Responsibilities

The Year Leader is responsible to the Principal through the Deputy Principal/Head of Junior School for:

- Building and maintaining trusting, collaborative teams with a culture amongst staff and students that follows the College guiding principles 'Learn to Live, Live to Serve and Honour Christ'.
- Respecting the leadership of their Coordinator. Completing tasks given by Coordinators and keeping them up to date on important grade issues in areas such as teaching, student welfare, staff and events. Year Leaders actively seek advice from their Coordinator as matters arise and follow their directions.
- The general welfare and discipline of the students in their grade, monitoring students and supporting staff to create safe classroom environments. Taking discipline matters to the Coordinator when required.
- Overseeing the activities planned for the grade and coordinate the grade effectively.
- Be a Leader of Learning as a core responsibility, ensuring quality learning is occurring on their grade. This includes implementing innovations and improvements to programs that comply with NESA guidelines. Year Leaders complete program checks including structures to record teachers' reflections and evaluations of teaching and learning activities and updating these units of work for the following year.

# ROLE DESCRIPTION



- Overseeing the assessment and reporting practices for the grade including liaison and interviews with parents as the Year Leader.
- Assisting the teachers of the grade to identify students with various learning needs (both enrichment and support) and facilitating the development of differentiated strategies to meet those needs.
- Implementing an appropriate induction program for new teachers of the grade, helping them to develop programs, observing some of their lessons and monitoring their progress.
- Monitor and develop Christian educational programs and culture on their grade.
- Other activities as the Principal or Deputy Principal/Head of Junior School may require.

## Other Professional Requirements

- Have a working knowledge of teachers' professional duties, standards and duty of care.
- Operate at all times within the stated policies and practices of the College including dressing in a professional manner.
- Contribute to the corporate life of the College through effective participation in meetings and management systems necessary to coordinate the management of the College.
- Take responsibility for professional development and duties in relation to Colleges policies and practices.
- Perform any duties as required by the Principal or his nominees from time to time.

## Duties

- The normal duties of teachers may include, playground duties, sports duties, attending school camps, retreats, excursions, parent/teacher and staff meetings, administration and assembly duties, pastoral care duties, school designated professional development training and/or meetings, and the usual extra-curricular activities and, in relation to Teachers appointed to residential positions, the usual residential duties.

(Source: 13.3 - the Independent School NSW Standards Model (Teachers) Multi-Enterprise Workplace Agreement 2017)

## The Year Leader is expected to be present at:

- all mandatory College events,
- all mandatory professional development activities
- all formal parent-teacher interview evenings
- designated information evenings
- designated playground duties, sports duties, assemblies, excursions, allocated committees and camps

*This role description is underpinned by the College Policies, Procedures and Guidelines*

# ROLE DESCRIPTION



## Junior School Classroom Teacher

### Primary Purpose:

The classroom teacher will work with other staff to be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and promotes the aims and objectives of the College.

### Accountable to:

The Principal through the Deputy Principal/Head of Junior School

### Directly reports to:

Year Leader

### Relates to:

1. Director of Teaching and Learning – Junior School
2. Director of Operations and Welfare – Junior School
3. P-2 and 3-6 Coordinators
4. Year Leaders

## Major Responsibilities

The classroom teacher is responsible to the Principal through the Deputy Principal/Head of Junior School for:

### Planning, Teaching and Class Management

Teaching allocated students by planning their teaching to achieve progression of learning through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed;
- Setting appropriate and demanding expectations; setting clear targets, building on prior attainment;
- Be aware of and make provision for students who have learning difficulties or are gifted or who have other particular individual needs;
- Providing clear structures for lessons maintaining pace, motivation and challenge;
- Making effective use of assessment and ensure coverage of programs of study;
- Maintaining discipline in accordance with the College's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- Using a variety of teaching methods;
- Evaluating own teaching critically to improve effectiveness;

# ROLE DESCRIPTION



- Liaising with the Coordinators/Year Leaders to ensure the implementation of College policy and best practice.
- If necessary, accurately marking the roll each morning.
- Taking Wednesday Afternoon Sport and/or Sporting teams when required to do so.

## **Monitoring, Assessment, Recording, Reporting**

- Use the College's formalised data sets and analyse the data to inform teaching, learning and progress over time.
- Assess how well learning outcomes have been achieved and use them to improve specific aspects of teaching.
- Prompt marking, returning and monitoring of students formal and informal assessment work and set targets for progress.
- Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses to inform planning and recognise the level at which the student is achieving.
- Undertake assessment of students as requested by NESA and College procedures; undertake regular assessment of students and participate in the College's reporting system to parents.
- Keeping abreast of statutory requirements in curriculum expressed by NESA and other professional bodies.
- Participate in moderating student work samples across the grade on a regular basis.
- Writing student academic reports as per guidelines and within published time frames.

## **Curriculum Development**

- Have lead responsibility where possible for a year/stage group subject or aspect of the year/stage group subject and develop plans which identify clear targets and success criteria for its development and/or maintenance;
- Work as part of a collaborative team, developing innovative teaching and learning programs and maintaining registers as required.

## **Pastoral Care Duties**

- Be a classroom teacher to an assigned group of students, building rapport with individual students and encourage the holistic growth of each student.
- Promote the general progress and well-being of individual students and of the year group as a whole.
- Liaise with the Coordinators/Year Leaders to ensure the implementation of the College's pastoral care system.
- Communicate with parents via the diary/phone/email/online platforms (Seesaw/Canvas) about their child's progress.
- Monitor and report on the progress of individual students. Alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved.

# ROLE DESCRIPTION



## Other Professional Requirements

- Have a working knowledge of teachers' professional duties, standards and duty of care.
- Operate at all times within the stated policies and practices of the College.
- Contribute to the corporate life of the College through effective participation in meetings and management systems necessary to coordinate the management of the College.
- Take responsibility for own professional development and duties in relation to Colleges policies and practices.
- Perform any duties as is required by the Principal or his nominees from time to time.

## Duties

- The normal duties of teachers may include, playground duties, sports duties, attending school camps, retreats, excursions, parent/teacher and staff meetings, administration and assembly duties, pastoral care duties, school designated professional development training and/or meetings, and the usual extra-curricular activities.

## The Classroom Teacher is expected to be present at:

- all mandatory College events,
- all mandatory professional development activities
- all formal parent-teacher interview evenings
- designated information evenings
- designated playground duties, sports duties, assemblies, excursions, allocated committees and camps

*This role description is underpinned by the College Policies, Procedures and Guidelines*