



St Josephine Bakhita

CATHOLIC PRIMARY SCHOOL
Courage. Humility. Forgiveness.

POSITION DESCRIPTION

Position	Teacher – Specialist/Classroom
Term of Appointment	Ongoing
Responsible to	Principal, Deputy Principal
Criteria	RE Accreditation (preferred) Demonstrated passion and knowledge of The Victorian Curriculum Victorian Institute of Teaching (VIT).

St Josephine Bakhita is a brand new Catholic primary school in the new Five Farms estate in Clyde North and is situated 46 kilometres southeast of Melbourne's Central Business District on the lands of the Bunurong People. The school will be the thirty-ninth Catholic primary school in the Diocese of Sale and the second primary school in the Parish of St Thomas the Apostle.

The school opened in January 2025 with an initial enrolment of 120 students. In 2026, the school will grow by 4 classes. The long-term enrolment projection for St Josephine's is 700 students (100 students each year until we reach capacity).

Stage 2A has recently begun construction and is expected to be ready towards the end of the 2026 school year.

The school is named after St Josephine Bakhita, the first contemporary female African Saint. St Josephine Bakhita is the patron saint of victims of modern slavery and human trafficking. The school serves as a beacon for sustainability by striving to set an example of responsible sourcing practices.

'We must remember that teachers and educators fulfil a specific Christian vocation and share an equally specific participation in the mission of the Church, to the extent that it depends chiefly on them whether the Catholic school achieves its purpose.'

The Catholic School on the Threshold of the Third Millennium

DUTIES AND RESPONSIBILITIES

- Actively live out the Catholic ethos of the school.
- Demonstrate an understanding of Child Safety and the legal obligations relating to Mandatory Reporting
- Provide a safe learning environment for all students.
- Ensure student voice is evident in all aspects of school life.
- Actively support leadership initiatives, Diocese of Sale Catholic Education Limited (DOSCEL) initiatives and agreed school policy procedures and processes.
- Foster and model collaboration and team work.
- Focus on improving student learning outcomes and explore ways in which to do this effectively.
- Contribute to staff discussions on student learning in a positive and purposeful way.
- Promote knowledge and practice of The Victorian Curriculum and Diocese of Sale RE Curriculum – To Live in Christ Jesus.
- Utilise the Teaching and Learning Cycle when planning, preparing and delivering quality and effective teaching and learning programs which are consistent with the AITSL Standards.

- Effectively use data sets to inform expert practice.
- Ensure planning, assessment, reporting, PLP and PSG documentation inform teaching and student learning outcomes.
- Assess students (diagnostic, formative and summative) for developmental, feedback and reporting purposes.
- Monitor and provide feedback on the progress of each student.
- Effectively communicate with families to support student learning outcomes.
- Ensure planning, meeting and reporting schedules are adhered to.
- Ensure there is appropriate planning documentation and accountability as per agreed planning expectations and guidelines.
- Attend and participate in Curriculum, PLT and Staff Meetings.
- Ensure all learning opportunities and initiatives effectively support the school's learning and teaching pedagogy and Diocesan Strategy.
- Model and promote active 'teacher research' by initiating own learning and sharing findings with both the level team and general staff.
- Model and promote reflective teaching practice to improve student learning.
- Be committed to regular ongoing professional development.
- Model through word and action respectful, positive, professional and compassionate relationships with students and colleagues.
- Demonstrate effective communication and organisational skills.
- Undertake required roles determined by the needs within the school.