



McAuley College Middle Leadership Curriculum 2021 - 2023

Middle Leader Learning and Teaching- Years 11 & 12 (Tier 2)

Role and Duty Statement

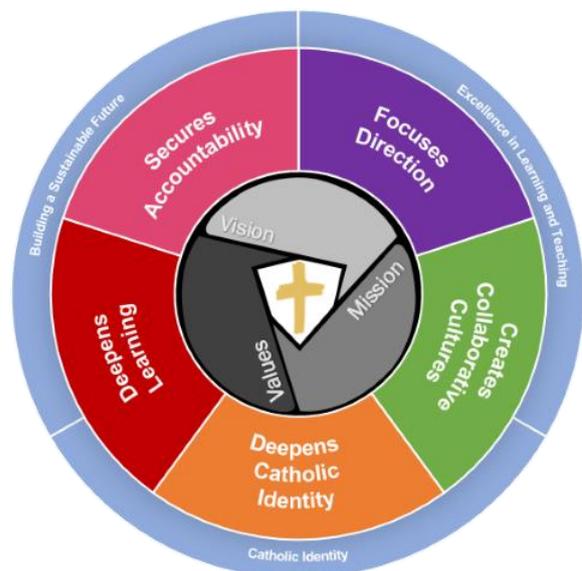
Role Statement:

McAuley College inspires young women and men to believe, to learn and to serve. It is a place of quality teaching and contemporary and innovative learning, where individual differences and the potential of each student are respected.

The Middle Leader Learning and Teaching - Years 11 & 12 is a member of the Middle Leadership Team at McAuley College and is responsible to the Principal for leadership around the planning, development and implementation of the Years 11 & 12 Curriculum at McAuley College. This will require collaboration with staff, students and parents, developing our Years 11 and 12 learning and teaching to provide continued development and embedding of productive practices for each student.

The work of the Middle Leader Learning and Teaching - Years 11 & 12 will support the Mission and Vision of McAuley College and provide leadership in the implementation of the College's Strategic and Annual Improvement Plans. This person will work in collaboration with other Middle Leaders to build a spirit of cooperation and collegiality within the team, and across the College.

In this position, capabilities and duties fall across the five domains of the Brisbane Catholic Education Leadership Framework, as they pertain to McAuley College and under the direction of the Principal.



Pedagogy, most commonly understood as the approach to teaching, refers to the theory and practice of learning, and how this process influences, and is influenced by, the social, political and psychological development of learners.

Deepens Catholic Identity

Capabilities:

1. Nurtures spiritual and religious growth.
2. Demonstrates a commitment to and is supportive of the Catholic ethos and living of Christian values.
3. Demonstrates a commitment to and is supportive of acts of community service and social justice.
4. Demonstrates emotional support and spiritual care to others.
5. Works within their context to improve educational outcomes, spiritual formation, and pastoral care.

Responsibilities and Duties:

- Proclaim, share and celebrate our Catholic faith in all aspects of College life.
- Support the College’s Vision and Mission and its underlying values.
- Actively support the ritual and liturgical life of the College.
- Promote the Mercy charism and traditions of the College, and values associated with each House.
- Recognise the dignity and value of every student and their right to learn, as well as their future place in society as an active contributor.
- Coordinate the work of staff engaged in delivering the Years 11 & 12 curriculum to ensure they are aligned with College values and ethos.
- Assisting to provide an environment where each student’s spiritual, intellectual, social, emotional and physical development is nurtured.
- Promote the implementation of Catholic Perspectives into the curriculum for Years 11 & 12.

Deepens Learning

Capabilities:

1. Continually reflects on and contributes to improved learning and teaching outcomes.
2. Fosters high performing professional learning communities that openly share practice.
3. Creates a strong learning culture incorporating effective approaches to performance and development.
4. Positions highly effective, evidence-based professional practice at the centre of our approach.
5. Operates effectively within the Catholic education context.

Responsibilities and Duties:

- Model high professional and personal expectations to encourage personal best with staff and students.
- Model best practice in teaching.
- In collaboration with the Principal and Deputy Principal, plan the structure and delivery of the Years 11 & 12 curriculum, ensuring QCAA, VET and BCE requirements are adhered to.
- Develop a well-planned timeline with mapped strategies, including high level analysis of student learning data to assist all students to successfully transition into Year 11.
- Develop a well-planned timeline with mapped strategies, including high level analysis of student learning data to assist all students to successfully complete Year 12.
- Monitor assessment practices across Years 11 & 12 to ensure evidence of learning meets QCAA and VET requirements and reporting, is authentic and clearly linked to the learning, is moderated appropriately and relevant, quality feedback is provided to students across both the drafting and final stages of the assessment process.
- Develop and document a quality assurance process internally that aligns with QCAA timelines, lead and upskill staff in the process of QA, and review data from these processes following QCAA Endorsement and Confirmation processes to improve teacher practice.
- Promote and lead the implementation of effective whole school teaching practices consistent with system directives including

	<p>High Yield strategies, Model of Pedagogy and expected and effective practices that provide for improved student learning outcomes.</p> <ul style="list-style-type: none"> • Research widely on issues of learning, teaching and curriculum to lead with a clear vision the pedagogy as a whole, as well as how the particular learning areas integrate within this vision to produce well-educated young people. • Provide opportunities for developing in all students their goal setting, ownership of learning and productive behaviours aligned to the 'Keeping it REAL' matrix. • Lead all staff in using a range of data to monitor and assess student learning growth, and to inform appropriate pedagogical and strategic responses. • Track the learning needs of all Years 11 & 12 students to ensure each student's educational outcomes are optimised, addressing areas of concern through appropriate interventions and extending high achieving students. • Establish the accepted practice for recording of student results and archiving of student work; along with monitoring curriculum folders in the Portal to be current with Unit Plans and resources.
<p>Focuses Direction</p>	
<p>Capabilities:</p> <ol style="list-style-type: none"> 1. Gathers and critically evaluates relevant information from a wide range of credible sources. 2. Considers the interactive nature and interdependence of external and internal factors. 3. Works with ambiguity and brings innovative thinking to solve problems or meet new challenges. 4. Inspires others to align with a shared direction and purpose. 5. Purposefully builds a clear plan with specific goals that are aligned to the organizational vision and mission. 6. Decisively moves self and others to action. 	<p>Responsibilities and Duties:</p> <ul style="list-style-type: none"> • Develop a clear plan with specific goals for the period of 2021 – 2023, aligned to the College Vision and Mission, Strategic Plan and annual literacy and numeracy priorities. • Develop a well-planned timeline with mapped strategies to assist all teachers in their understanding of Senior schooling, syllabus requirements and QCAA requirements and timelines. • Monitor the effectiveness of teacher practice across Years 11 & 12, building teacher capacity through use of 4'C, co-teaching and other collaborative approaches that model expected and effective practices. • Engage with parents as active partners in their child's education regarding the requirements associated with QCE, QCAA, VET and the College's pedagogical approaches to build a shared direction and purpose. • Engage with students in groups or individually to guide their understanding of the QCE, QCAA, VET courses as well as the College's pedagogical approach and expectations. • Monitor student achievement to ensure timely interventions are undertaken where students are in jeopardy of not successfully completing their QCE and meeting the requirements of their senior pathway. • Specifically monitor literacy and numeracy achievements to ensure all students are on track to meet the requirements for a QCE, and where necessary, investigate and implement alternate courses to allow students to meet the minimum standard. • Engage in professional discourse with staff on an individual and group basis through regular feedback to ensure a shared

	<p>direction and purpose, as well as providing support in the delivery of the learning and teaching programs.</p> <ul style="list-style-type: none"> • Ensure the implementation of Professional Development for all staff to promote consistency and alignment of classroom and learning and teaching practices, e.g. homework, class environment and assessment. In particular, the use of the TEAMS and OneNote learning platform is a requirement for all teachers. • Enhance digital learning practices for Years 11 & 12. • Induct beginning and new teachers into the vision and procedures of the Years 11 & 12 pedagogy. • Be an active member of relevant associations and networks that support the delivery of the McAuley College Years 11 & 12 curriculum. This would include QCAA and BCE. • In collaboration with the Deputy Principal, plan the structure and delivery of the Years 11 & 12 subject selection processes. • In collaboration with the Deputy Principal and Middle Leader – Pathways, advise and support students who need to make changes to their Senior pathway. • In collaboration with the Deputy Principal lead an internal quality assessment of all assessment tasks, teaching plans (TLAPs and Study Plans), student results and associated documents prior to submission to QCAA.
Creates Collaborative Culture	
<p>Capabilities:</p> <ol style="list-style-type: none"> 1. Is authentic and acts with integrity when dealing with others. 2. Fosters respectful relationships. 3. Embraces diversity and inclusiveness. 4. Influences individual and collective efforts to accomplish shared objectives. 5. Leads effective change considering the objectives of the change and the impact on people. 6. Co-creates a culture of high performance. 	<p>Responsibilities and Duties:</p> <ul style="list-style-type: none"> • Work collaboratively with the College Leadership Team and the Middle Leadership Team. • Co-develop and implement with the Pastoral Leader – Years 11 & 12 a programme of academic care. • Develop positive working relationships with and amongst your colleagues, via regular meetings and communication. • Consult and communicate with subject teachers regarding planning, delivery and assessing in the Years 11 & 12 years. • Consult and communicate with parents and students regarding engagement in learning. • Liaise with the Guidance Counsellor and Learning Support Inclusive Education teacher, and/or outside agencies to support students with additional learning or enhancement needs. This includes the ARRA process. • Provide opportunity for student voice. • Promote the development of our Years 11 & 12 curriculum via the newsletter, morning briefings, website and other publications. • Identify ways to celebrate progress with both staff and students of the Years 11 & 12 phase of learning.
Secures Accountability	

<p>Capabilities:</p> <ol style="list-style-type: none"> 1. Manages people, finances, and resources effectively in alignment with legislative requirements and BCE policy. 2. Demonstrates effective stewardship of finances and resources identifying savings and efficiencies where possible. 3. Acts ethically and demonstrates behaviours that align with our organizational values. 4. Promotes workplace health and safety as a team and individual priority. 5. Models and promotes a culture where student protection is the responsibility of everyone. 6. Achieves results aligned with agreed goals and objectives. 	<p>Responsibilities and Duties:</p> <ul style="list-style-type: none"> • Be visible. • Model high professional and personal expectations to encourage personal best with staff and students. • Work collaboratively with the College Leadership Team in establishing the College’s Strategic and Annual Improvement Plans, with specific priorities relevant to learning and teaching and the Years 11 & 12 phase of learning. • Model and promote a culture aware of student protection and attentive to mandated requirements. • Liaise with members of the College Leadership Team and staff in the development of the College Calendar. • Plan, maintain, build and deploy resources for Years 11 & 12. Advise and assist teachers of Years 11 & 12 in planning and deploying resources required by senior syllabus. • Project and prepare aspects of the budget to assist in the delivery of Years 11 & 12. • Prepare an Annual Report to the CLT of initiatives and outcomes that relate to the Middle Leader Learning and Teaching - Years 11 & 12 position.
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Reporting Relationships:

The Middle Leader Learning and Teaching - Years 11 & 12 will report to the Principal through the delegated authority.

Supporting Documentation:

Brisbane Catholic Education Leadership Framework (Draft December 2018)
 Catholic Employing Authorities Single Enterprise Collective Agreement – Diocesan Schools of Queensland 2019 – 2023
 McAuley College Vision and Mission Statements
 McAuley College Strategic Plan 2018 – 2021 and 2022 - 2025

**This role will be reviewed in light of two things:

- The College External Review conducted in 2021, and recommendations presented as part of this process.
- And the introduction of two additional role statements in 2022 within the Curriculum Middle Leaders around Literacy and Data and Numeracy and Digital.