



## Enrichment Coordinator (Junior School)

Oran Park Anglican College is a vibrant learning community in one of the fastest growing areas of Southwest Sydney. Catering for over 1000 students Prep – Year 12 in modern purpose-built facilities the College has established its reputation as providing a respectful, joyous and collaborative learning environment with strong pastoral support. We value academic rigour, comprehensive and inclusive pastoral care, service-learning opportunities, thriving sporting programs and excellence in the creative and performing arts.

In a recent School Review the College was described as a “positive, joyful community where the care of students was paramount”.

The College is seeking to appoint a dynamic educator with passion and experience in supporting gifted and talented and highly capable students to join our Junior School team.

### Position Summary

The Enrichment Coordinator will promote and develop a challenging learning environment for gifted and talented students, thereby maximising educational options for this group of students. They will assist to identify and assess the needs of students providing support and guidance to enhance their educational goals. The Enrichment Coordinator will work alongside teaching staff to develop quality enrichment programs for our highly capable students, so they may achieve their personal best. In addition to Learning Enrichment, the successful candidate will also teach relief from face-to-face teaching lessons in Junior School.

**Reports to:** Head of Diverse Learning

**Status and Hours:** Full Time, Permanent position

Student supervision hours are 8 am – 3.30 pm, although an understanding is required that the role will require greater hours than this, including attendance at weekly staff meetings and other after hour events.

**Full Time Equivalent (FTE):** 1.0

**Positions who report to this role:** Future Junior School Enrichment teacher and support staff

**Commencement Date:** Term 1 2023

**Dress Code:** Oran Park Anglican College requires staff to dress in a professional manner, fitting of an independent school

### Vision

We strive to be a vibrant learning community that impacts every member for Jesus, through life-changing, caring, quality Christian education

### Mission

We do this by growing a strong and sustainable College community that nurtures Christ-shaped values of courage, curiosity, craftsmanship, collaboration and compassion.

## Major Responsibilities

The Enrichment Coordinator calls for a caring, approachable educator who can encourage, develop and nurture the growth of students in their care. The responsibilities include but are not limited to:

- Work as part of the Enrichment team to develop and teach enrichment programs for identified students, identifying clear teaching objectives and specifying how they will be taught and assessed
- Liaising with all stakeholders (parents, staff and external consultants) to cater for the needs of specific students who require learning enrichment
- Oversight and maintenance of documentation (including IEPs, Case Meetings notes)
- Oversight of co-curricular events and activities in the Junior School
- Work alongside Junior School teachers to embed appropriate learning activities for high potential learners into programs across all Key Learning Areas
- Model a Christian example in all activities and care for the spiritual welfare of the students in their care
- Work collaboratively with other staff to promote the College's values: courage, curiosity, craftsmanship, collaboration and compassion

## Professional and Personal Attributes

The Enrichment Coordinator must have the capacity to build effective relationships with students, staff and parents to enhance student wellbeing and outcomes. Essential personal and professional attributes for this role include;

- A committed Christian and an active member of a church
- Demonstrated high level of understanding of the Australian Professional Standards for Teachers and the capacity to provide leadership in the alignment of these areas.
- Demonstrated outstanding classroom teaching skills and the capacity to coach and support colleagues to continually improve teaching and learning.
- A champion of Universal Design for Learning as an effective pedagogy to remove any barriers to learning and give all students equal opportunities to succeed.
- An understanding of and commitment to student wellbeing within a restorative practices' framework.
- Highly developed interpersonal skills with a demonstrated capacity to lead, inspire and mentor teachers and support staff with a range of experience, identifying and drawing on their strengths for the benefit of the team and College.
- An ability to build collaborative teaching and support teams with a solution-focused mindset
- A commitment to ongoing professional learning.
- Well-developed written, oral and organisational skills
- A desire and commitment to be involved in co-curricular activities

## Desirable Criteria

- *Professional development and/or post graduate qualifications in teaching and supporting highly capable learners eg. UNSW Mini-COGE*

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## Additional Information

- References:** Provide three (3) referees one of whom should be the Minister of the Christian community you serve within, who can support your application.
- Salary:** In accordance with the Independent Schools NSW/ACT Standards Model (Teachers) Multi-Enterprise Agreement 2021
- Child Safety:** Oran Park Anglican College is committed to child safety. All members of staff are required to comply with applicable child protection legislation and are responsible for ensuring that the College's Child Safe policies, procedures and programs are at the forefront of all we do. As such, all members of staff are expected to satisfy child protection screening and adhere to the College's Child Safe Policy and Code of Conduct.
- WHS:** Oran Park Anglican College acknowledges that the health, safety and wellbeing of people and the provision of a safe working and learning environment are central to the values of the College. All members of staff undertake annual WHS training.
- Note:** All positions evolve over time and as such, the position description should be viewed as a guide with the full expectation that other duties as required will be a natural part of the role. The role will continue to evolve in consultation with the Principal.

## The Application Process

Applicants are required to:

- Complete the "Application for employment – Teaching" form (found under the Employment tab on our website)
- Provide a 1-2 page cover letter which details your experience and demonstrates your ability to meet the essential criteria for this position, including a statement of personal Christian faith.
- Curriculum Vitae of no more than 4 pages

Please forward your application marked "Private and Confidential" to:

Mrs Naomi Wilkins  
Principal  
Oran Park Anglican College

Email [employment@opac.nsw.edu.au](mailto:employment@opac.nsw.edu.au) – one PDF document

Website [www.opac.nsw.edu.au](http://www.opac.nsw.edu.au)

**Applications close 14 August 2022**

Interviewing and appointment may occur prior to closing date

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