

Title of Position: Teacher Librarian

Type of Appointment: Part-Time 0.2

1 Context

Established in 2001 in a picturesque setting in Caloundra on the Sunshine Coast, Pacific Lutheran College is a leading K-12 learning community that is innovative, dynamic and progressive. Firmly underpinned by the values and traditions of excellence of Lutheran Education in Australia, students have achieved outstanding success in the academic, sporting and cultural dimensions of their lives. Enrichment programs in all three areas have enabled students to explore their potential.

Pacific has established a strong academic culture, which promotes thinking, deep understandings and creativity based on the learnings of Harvard's Project Zero team. The synergy of these learnings with the research of positive psychology and Lutheran theology provides for a rich whole of life learning culture.

Unique experiences provided through the College's excellent outdoor education, pastoral care and personal development programs, and the opportunities provided through academic, sporting and cultural learning, support an enriching whole of life education. Active involvement in local and international community service projects broaden young people's world view and sense of efficacy.

Our staff take advantage of flexibility in physical and virtual spaces to support an increasingly personalised approach to learning for our young people. Pacific has a seamless curriculum across Kindergarten to Year 12 with teams of teachers working across the four subgroups of the College. Staff are expected to learn collaboratively to contribute to a whole school approach as they lead learning in the Foundation College (Kindergarten – Year 2), Junior College (Years 3-5), Middle College (Years 6-9) and Senior College (Years 10-12).

Salary and related conditions are as per the Teachers' (Non-Government Schools) Award in conjunction with the current Lutheran Schools' Enterprise Agreement.

2 Role Description

Innovative practices in information services, including the promotion of the value of literature and learning, sees the library as an important hub for learning and connection within the College. The Teacher Librarian supports the Head of Department Teacher Librarian in the development and provision of the library and information resources, facilities and services in the College. This includes working with classroom teachers to support the development of resource-based learning and the development and use of information sources and learning technologies that provide students with the opportunity to learn the skills necessary to become confident, curious, independent life-long learners.

The Teacher Librarian is directly responsible to the Head of Department Library:

2.1 Strengthening Lutheran Identity

As a teacher within a Christian school the Teacher Librarian is expected to:

- 2.1.1 Support and contribute to the growth of a strong Christian faith community through personal example and professional leadership. This includes participation in chapels, staff devotions and retreats.
- 2.1.2 Support the Lutheran ethos of the College.

2.2 Enhancing Excellence in Teaching and Learning

As a teacher in the College, the Teacher Librarian is expected to work with the Head of Department Library and other staff to

- 2.2.1 Place student learning at the centre of planning to ensure that there is a diverse and flexible curriculum that is underpinned by national and state curriculum directives delivered within a creative, responsive and effective learning environment.

- 2.2.2 Plan and implement quality and effective learning information programs using contemporary knowledge and understanding of curriculum, assessment and reporting requirements.
- 2.2.3 Use effective teaching strategies to improve students' engagement with literature and information resources including inspiring a love of reading.
- 2.2.4 Enhance the student ownership and direction of their learning, ensuring that there is student voice in the direction, review and enhancement of student learning outcomes.
- 2.2.5 Provide professional advice to and work cooperatively with teachers and students to select and integrate the learning resources and technologies appropriate to the needs of each student into the curriculum.
- 2.2.6 Assist staff to create, select and use a wide range of resources, including ICT, to engage students in their learning.
- 2.2.7 Foster an encouraging and challenging learning environment that focuses on the development of the whole person across the College's Four Pillars of Learning.
- 2.2.8 Support the operation of the library to provide the curriculum resources needed in accordance with the College Development Plan.
- 2.2.9 Work cooperatively with teachers to plan, teach and evaluate units of work which are integrated with curriculum and which develop students' information skills for life-long learning.

2.3 Engage in ongoing improvement and innovation

As a member of the Library Services team, the Teacher Librarian is expected to:

- 2.3.1 Engage in ongoing learning and development and model engagement in ongoing growth in the academic, spiritual and well-being dimensions in line with the College's goals and priorities. Engage with current research associated with effective teaching and learning.
- 2.3.2 Contribute to the production of the vision and strategic plan for teaching and learning within the department so that it has a focus on the improvement of student learning outcomes and goals and intentions that are aligned with whole school goals. Model and facilitate reflection and action to improve outcomes.
- 2.3.3 Initiate and engage in professional discussions with colleagues in a range of forums to evaluate and enhance professional knowledge and practice, and improve educational outcomes for students.
- 2.3.4 Participate, as appropriate, in school decision making processes and professional development activities.
- 2.3.5 Support the development of a Library Development Plan for incorporation into the College's strategic and master planning process.

2.4 Community Building

- 2.4.1 Support the development and maintain positive partnerships and collaboration with Lutheran Education Queensland, QCAA, Independent Schools Queensland, students, parents, carers and the wider community. This would include links and partnerships with other learning agencies, universities and professional education networks.
- 2.4.2 Promote and value the library and College as a rich and effective learning community, within the college and in the broader community.
- 2.4.3 Demonstrate responsiveness in all communications with parents/carers about their children's learning needs.
- 2.4.4 Identify and facilitate access to information resources both within and beyond the school.
- 2.4.5 Support the establishment and maintenance of networks and liaise with other systems and services to enhance access to information.
- 2.4.6 Support the cocurricular programme of the library, including lunchtime programmes and special events such as Book Week.
- 2.4.7 Support student well-being through the creation and maintenance of a calm and supportive environment.

2.5 Leading Effective Organisation and Management

The Teacher Librarian is expected to:

- 2.5.1 Be committed to their own ongoing professional development.
- 2.5.2 Have an awareness of personal health and well-being for themselves and their team.
- 2.5.3 Model and share with colleagues a flexible repertoire of strategies for student learning to ensure all students are engaged in purposeful learning activities.

- 2.5.4 Support the production and implementation of Junior, Middle and Senior College programs as required that are consistent with the Australian Curriculum and follows the pedagogical approach of the College.
- 2.5.5 Support the maintenance of an up to date, relevant resource collection and maintain accurate records.
- 2.5.6 Support the production and implementation of a departmental development plan that aligns with the learning goals of the College.
- 2.5.7 Participate in an annual departmental review.
- 2.5.8 Participate in departmental and relevant staff meetings.
- 2.5.9 Follow departmental routines and procedures.
- 2.5.10 Support the development and maintenance of departmental resources P-12, including an annual stocktake.
- 2.5.11 Support the preparation of the departmental budget.
- 2.5.12 Respond to and address parental, staff and student concerns.

3 Workplace Health and Safety

All Academic and Ancillary staff must:

- 3.1 Perform work safely in accordance with the training (induction and annual) they have received and report substandard work conditions or practices.
- 3.2 Follow lawful written and verbal workplace health and safety instructions, including policies and procedures issued by managers and supervisors and observe all warning signs and notices.
- 3.3 Report all personal injuries and incidents immediately to the supervisor and appropriate School delegate.
- 3.4 Co-operate with and participate in all activities to make the work environment safe and healthy.
- 3.5 Maintain good housekeeping standards at all times.
- 3.6 Ask for specific instruction regarding the hazards associated with performing tasks which may not be completely familiar.
- 3.7 Wear clothing and footwear appropriate to their job and use all personal protective equipment specified and/or routinely expected for that job.
- 3.8 Operate specified plant and equipment, eg. motor vehicles, cranes, etc, only if properly trained (including completion of induction procedures as required) and authorised to do so.
- 3.9 Not wilfully or recklessly interfere with anything that might harm the health, safety and wellbeing of themselves and others.
- 3.10 Not attend work under the influence of alcohol or illegal drugs. Employees taking any medication must follow the directions of use and report to their supervisor if this substance may interfere with their performance at work.
- 3.11 Assist with Risk Assessments and Accident Investigation Reports when requested to do so.

4 Selection Criteria

The successful applicant will need to demonstrate or have the demonstrated capacity to develop the capabilities described below:

- SC1.** Demonstrated skills which reflect the ability to support the Christian ethos of the College.
- SC2.** Demonstrated knowledge and skills of current educational practice including the ability to foster learning partnerships in resource-based learning, with students, parents, staff and members of the wider community. The ability to integrate the use of information technology into learning will be an advantage.
- SC3.** Demonstrated professional skills to support the operation of a Library Resource Centre including supervision and development of staff, systems management, reading promotion, reader advisory services and resource management.
- SC4.** Demonstrated levels of confidence, flexibility, teamwork, innovation and perseverance required to build a positive culture of learning that caters for a wide range of students in an establishing school.

5 Conditions

Salary and related conditions are as per the Teachers (Non-Government Schools) Award in conjunction with the current Lutheran Schools Enterprise Agreement.

Teachers must possess or be eligible for registration within Queensland.

Please feel free to contact the Principal in relation to any queries regarding your application.

Applicants must address the selection criteria and email their application to admin@pacluth.qld.edu.au
Attention: Dr Bronwyn Dolling, Principal, Pacific Lutheran College, by midday Friday 14th February 2025.