



# Head of Learning Enhancement

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## About St Luke's

St Luke's Grammar School is an Independent, Anglican, co-educational school, with two Campuses on Sydney's Northern Beaches. One Campus is located in Dee Why (Pre-K to Year 12), and a second Campus is located in Bayview (Pre-K to Year 6). St Luke's has built a reputation as a premier co-educational independent school that achieves outstanding academic and pastoral outcomes for students.

St Luke's employs over 120 full-time and part-time teachers, supported by teachers' aides, administrative staff, grounds staff and peripatetic tutors. The School currently has close to 1300 students, with approximately 1100 students at Dee Why and 200 students at Bayview.

St Luke's Grammar School is one of seventeen schools that are part of the Anglican Schools Corporation (ASC) network of schools. The ASC works closely with the Principal and School Council to ensure wise oversight and governance of the School and provide support with core services including finance, IT, Compliance and Human Resources.

<b>Position:</b>	Head of Learning Enhancement
<b>Location:</b>	Dee Why Campus
<b>Load:</b>	Full time
<b>Level:</b>	LL2 - Pre K - Year 12
<b>Commencement:</b>	Term 1 2023
<b>Reporting to:</b>	Deputy, Curriculum

St Luke's Grammar School is proudly a Child Safe Organisation, putting the best interests of Children and Young People first. All appointments at St Luke's Grammar are subject to Child Protection legislation.

## About the Role

St Luke's Grammar School is seeking to appoint an energetic and highly skilled Head of Learning Enhancement to lead a team who works collaboratively with all teachers in identifying and responding to the additional learning needs of students within the Junior and Senior School across Campuses at Bayview and Dee Why. The successful applicant will be suitably qualified, and be able to lead in a technology rich environment.

The successful applicant will be willing to contribute to the co-curricular life of the School and ideally be a Christian and actively involved in their church.

## Our Strategic Pillars

St Luke's Strategic Plan includes five strategic pillars:

- Excellence in learning
- Culture of individual care and enrichment
- Diverse and extensive co-curricular programs
- Engaged and vibrant community
- Authentic Christian foundation



Our **LEARNING@STLUKE'S** Framework underpins the teaching and learning across Cottage to Year 12 by providing a common language of learning and a purposeful focus on character development.

## Reporting Relationships

- Principal and School Executive
- Year Coordinators
- Teachers, Staff, Students and Parents
- External bodies, including NESA as required

## Key Roles / Duties / Responsibilities

- Actively develop an understanding of the **LEARNING@STLUKE'S** Framework and incorporate this into teaching programs and practice
- Lead the strategic direction of the Learning Enhancement Department in line with innovative and evidenced based practices
- Experience in the oversight of the Nationally Consistent Collection of Data (NCCD)
- Extensive knowledge and understanding of legislative framework, compliance, policies and procedures of Inclusive Education
- Experience in Gifted and Talented and Learning Support across Pre-K – 12, including in-class support, case management, and provision of specialised programs
- Experience in developing, implementing and evaluating Gifted and Talented and Learning Support programs and strategies for Pre-K – 12

- Experience in communicating effectively the learning needs of students to both staff and parents/carers as required
- Experience in working with Heads of Departments and classroom teachers to identify benchmark outcomes for in-class support and extension strategies
- Experience in selecting, conducting and analysing appropriate diagnostic testing as required
- Experience in tracking the learning progress of Gifted and Talented and Learning Support Students across the School
- Ability to lead a team in working collaboratively with classroom teachers to design and implement the supports required to build teacher capacity so that all students access quality learning at the appropriate level of challenge
- Experience and the ability to support colleagues in adapting formative and summative assessment strategies to meet the additional learning needs of students including assessment for, as and of learning
- Extensive experience in the oversight and implementation of Disability Provisions, including HSC NESAs applications
- Be able to model and lead colleagues in creating a positive learning environment and promoting student responsibility for learning
- Be able to model exemplary practice and support team members in applying a range of timely, effective and appropriate feedback strategies
- Create a positive learning environment in the classroom, implement effective classroom management skills and promote student responsibility for learning
- Differentiate teaching programs and develop strategies to meet the learning needs of students
- Lead initiatives to train teaching staff to better support differentiation within the classroom
- Integrate technology into the delivery of teaching programs
- Design and implement a range of formative and summative assessments that include assessment of, assessment for and assessment as learning
- Use a restorative justice approach to student management
- Participate in Professional Learning Groups
- Involvement in the Pastoral program of the School
- Participate in the Co-curricular and School Camping program as required
- Attendance at staff meetings, Chapel and other School events, when required and as directed
- Involvement in School activities and relevant functions
- Undertake any other duties as requested by the Principal

## Attributes and Expectations

The successful applicant will:

- Show active support for the Christian faith
- Show initiative, flexibility and the ability to work both independently and as part of a team
- Have intellectual strength, professional integrity and a passion for education
- Be abreast of critical educational issues
- Have the ability to communicate effectively with students, staff and parents
- Maintain confidentiality and commitment to professional conduct in keeping with the School's code of conduct
- Have a commitment to pastoral care and knowledge of the social and emotional issues which affect young people
- Evaluate and critically reflect upon your own professional practice and assist and support colleagues to develop their skills
- Show a commitment to ongoing self-education
- Possess excellent personal and interpersonal skills
- Have demonstrated organisational skills

## Licenses/Certificates/Qualifications

- Valid Working with Children Check
- Tertiary teaching qualifications as required by NESA
- Special/Inclusive Education and/or Gifted Education Postgraduate Qualification essential
- COVID-19 Vaccination Certificate

## Physical/Work Environment Requirements

- Strong physical, mental and emotional health to deal with the required demands and responsibilities of the role.

## Application Process

[APPLY HERE](#)

You will be required to upload:

- Cover Letter addressed to Mr Geoff Lancaster - Principal
- Resume, which includes 3 x referees, including a professional referee and a referee who can attest to the Christian character of the applicant.

Applications will close on Monday 10 October, 2022.

The School holds the right to make appointments at any time.

***Please direct any enquiries to:***

Mrs Elizabeth Little

Executive Assistant to the Principal

T: (02) 9438 6237

E: [elittle@stlukes.nsw.edu.au](mailto:elittle@stlukes.nsw.edu.au)