

Directors of Learning and Teaching

The Directors of Learning and Teaching plays a pivotal role in developing, implementing and evaluating learning goals and strategies and practices of excellence, in accordance with MacKillop College's Vision & Mission Statements, Educational Principles, Key Strategies and Learning and Teaching Statements. These leaders will support the development, implementation and evaluation of learning and teaching practice and curriculum development and implementation. It is recognised that the Directors of Learning and Teaching will work collaboratively amongst the other Directors of Learning and Teaching and with the Learning Area Leaders.

The Directors of Learning and Teaching consist of the following four positions:

- Director of Learning and Teaching - Assessment and Reporting
- Director of Learning and Teaching - Innovative Practices
- Director of Learning and Teaching - Data Interpretation and Implementation
- Director of Learning and Teaching - Curriculum Design

They provide strong leadership to staff and assist the Deputy Principals in exercising leadership, management and responsibility for the Learning and Teaching at the College.

The role of the Directors of Learning and Teaching are to improve learning opportunities for all students. They will:

- a) have an understanding of, provide leadership in and a commitment to the following:
 - CEM 'Contemporary Learning Schema'
 - CEM 'Horizons of Hope Framework'
 - School Improvement Framework – Five Spheres of Schooling
 - Integrated Online Catholic Network (ICON)
 - Technological Pedagogical Content Knowledge (TPACK) framework
 - SAMR model in supporting the development of engaging eLearning activities
- b) consult with the relevant Deputy Principal about:
 - ongoing changes to curriculum
 - positive classroom teaching and learning practices across the college
 - planning and developing a broad repertoire of literacy, numeracy, individualised learning, EAL/D and Gifted and Talented teaching strategies for teachers in all Learning Areas
- c) communicate regularly with Learning Area Leaders and other leaders to:
 - implement curriculum in line with the requirements of the Victorian Curriculum and Assessment Authority (VCAA), and in the case of Religious Education, the requirements of the Archdiocese of Melbourne
 - develop, offer and experiment with examples of sound and engaging strategies to teaching practices
 - support and develop learning programs that promote the safe use of ICTs and the internet
 - ensure all decisions taken have considered the wellbeing of the students and staff of the college
- d) work with the St Mary's campus staff to continue to develop curriculum to ensure it remains:
 - integrated and inquiry based
 - compliant with the requirements of the Victorian Curriculum and Assessment Authority
 - true to the goals of the St Mary's program and the changing landscape of education
- e) challenge teachers to:
 - implement and develop a variety of learning methods most conducive to effective learning
 - keep up-to-date with contemporary pedagogy and professional learning
 - set goals and targets in learning and teaching and work with teachers to reach these goals and targets
- f) undertake to keep abreast of:
 - effective learning and teaching pedagogy through conferences, professional reading, literacy networks, government policy documents etc
 - developments in faith, educational thought and curriculum changes as they arise eg CECV, ACARA, VCAA

- g) demonstrate and model:
 - high level knowledge of the year level curriculum programs
 - high level classroom teaching skills and a capacity to improve student learning
 - eLearning programs that encourage research, experimentation and innovative practices
 - high level communication and interpersonal skills when relating to students, parents/guardians and colleagues
- h) work with the Learning Area Leaders in the delivery of College's Learning and Teaching Strategy Plan
- i) explore opportunities for grant applications and make submissions in line with the Colleges Strategic Plan
- j) deliver presentations, provide opportunities and lead internal professional development for staff and wider school community
- k) mentor and guide teachers to ensure a differentiated curriculum for all students and provide support and expert advice where required
- l) compile and oversee the annual budget assigned, ensuring it keeps within budgetary constraints
- m) respond and investigate concerns of a Learning and Teaching nature from parents or guardians at the request of the Principal or relevant Deputy Principals
- n) mentor and/or coach colleagues as appropriate

Director of Learning and Teaching – Assessment and Reporting

In addition, the role of the Director of Learning and Teaching – Assessment and Reporting is to:

- a) ensure the development and implementation of appropriate student reporting guidelines in line with the requirements of the Victorian Curriculum and Assessment Authority (VCAA) and Catholic Education Melbourne (CEM)
- b) evaluate and develop appropriate, informative and effective assessment processes across all Learning Areas
- c) oversee and coordinate assessment and reporting methods to assist teachers to keep accurate, relevant records on student progress
- d) be responsible for the student reporting process, including its systematic review and improvement to ensure that students and parents receive timely, transparent and useful information about a student's academic progress
- e) oversee assessment practices at the College ensuring consistency across subjects and teachers, diversity across Year Levels and appropriateness to learning
- f) develop, implement and evaluate an appropriate and consistent reporting format in conjunction with staff, students and parents for all students from Year 7 – 12
- g) oversee and implement the College's teacher appraisal program focusing on Data Collection and Student Surveys