Learning Area Leader

The Learning Area Leader leads, enlivens and directs the activities of all study areas within the Learning Area by skilful, purposeful and efficient leadership. In accordance with the College Vision and Mission statements, the leader encourages yet challenges members of the Learning Area at all levels to more creative and effective teaching.

The Learning Area Leader must display a passion for learning, be an excellent classroom teacher, display innovative and inspiring classroom practices and be well versed in contemporary educational pedagogy. He/she must develop and maintain curriculum programs at academically rigorous and challenging standards. Pedagogy and assessment practices are to be leading edge, while maintaining sound foundations in basic learning.

The role of the Learning Area Leader is to:

1. build a cohesive Learning Area Team, providing strong leadership and direction to staff
2. have an understanding of and commitment to the following:

* CEM ‘Contemporary Learning Schema’
* CEM ‘Horizons of Hope Framework’
* School Improvement Framework – Five Spheres of Schooling
* Technological Pedagogical Content Knowledge (TPACK) framework
* Use of the SAMR model in supporting the development of engaging eLearning activities

1. create a clear and compelling vision for the Learning Area within the framework of the College’s Vision and Mission Statements, Educational Principles and Key Strategies
2. ensure the development and implementation of a comprehensive 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
3. support and enhance the Performance and Development Culture of the College eg. encourage appropriate and targeted professional learning for all teachers within the Learning Area Develop a team of teaching professionals, committed to improving learning opportunities for all students
4. take responsibility for:

* leading and assisting the staff in the creation of Unit Plans which record the details of how the courses of study are implemented and evaluated
* the ongoing review of the Unit Plans within the courses of study at each level contained in the current curriculum guidelines, VCE, VET and VCAL programs
* articulating eLearning expectations and educational outcomes in Unit Plans, as well as assessing and reporting on the use of ICTs in learning experiences
* ensuring that both formative and summative learning experiences are created
* embracing the spirit of eLearning in all its intentions eg. every student to have significant learning experiences that demand Higher Order Thinking Skills (HOTS) and utilise the ICT tools available as part of their curriculum
* continual evaluation and maintenance of resources and booklists
* approval and arrangement of professional development and excursions
* compiling and managing assigned Learning Area budgets
* Learning Area participation and availability in curriculum activities eg. Open Days, Information Nights, Subject Expos

1. lead members of the Learning Area to ensure:

* rigorous assessment and reporting procedures
* the opportunity for appropriate dialogue is provided

1. account regularly to Principal or Deputy Principals for all activities within the Learning Area
2. evaluate curriculum on the basis of the Vision and Mission Statements, Educational Principles and Key Strategies
3. monitor student outcomes within the Learning Area and implement initiatives to address areas of need, in consultation with the Learning and Teaching Team, Senior Pathways Team and Learning Support Team
4. lead the development, implementation and evaluation of Learning Area specific programs and policy
5. oversee staff in relation to the performance of their professional duties and where necessary bring staff to account
6. respond at the school level to initiatives that enhance student learning
7. compile and oversee the annual budget assigned, ensuring it keeps within budgetary constraints
8. be an active member of the Learning Area Leaders Committee. Members of this committee will:

* undertake to be well-informed of developments in educational thought and curriculum development
* meet to report on the activities of their role and assist in the formulation of priority action plans
* be involved in regular activities relating to curriculum, both mainstream and extra-curricular

*The Learning Area Leader is a member of the Learning Area Team.*

*This Position of Leadership will undertake formal reviews throughout the tenure of the role.*

*This role description will be developed further to utilise the individual strengths and initiatives of the person appointed to the position in negotiation with the Principal.*