



Toowoomba
Christian College
— EST. 1979 —

Job Profile

Teacher

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Last Updated: 29 October 2021

1 Scriptural Injunctions for Staff at TCC

James 3:1

Not many of you should become teachers, my brothers, for you know that we who teach will be judged with greater strictness.

Colossians 1:28-29

Him we proclaim, warning everyone and teaching everyone with all wisdom, that we may present everyone mature in Christ. For this I toil, struggling with all His energy that He powerfully works within me.

Romans 12:4-7

For as in one body we have many members, and the members do not all have the same function, so we, though many, are one body in Christ, and individually members one of another. Having gifts that differ according to the grace given to us, let us use them: if prophecy, in proportion to our faith; if service, in our serving; the one who teaches, in His teaching.

1 John 1:7-9

But if we walk in the light, as he is in the light, we have fellowship with one another, and the blood of Jesus, his Son, purifies us from all sin.

If we claim to be without sin, we deceive ourselves and the truth is not in us. If we confess our sins, he is faithful and just and will forgive us our sins and purify us from all unrighteousness.

2 The Role

A teacher at TCC is responsible to uphold and implement the mission statement of the school while an employee of the school.

A teacher at TCC has a responsibility to the Principal to support the purpose, culture and values of the school in and out of the classroom.

A teacher at TCC is to be an example of godliness to the children, expressing an outworking of their faith and commitment to a Biblical lifestyle not only in the way in which they relate to students and parents, but all the other interactions they have in their capacity of classroom teacher.

A teacher at TCC is to strive to understand their curriculum area(s) and to teach the content from a Christian worldview perspective as outlined in school documents in an age appropriate manner. It is expected that a teacher at TCC will seek out opportunities to develop this aspect of their teaching practice.

A teacher at TCC is expected to maintain a proper work/life balance.

In partnership with the Head of School, a teacher at TCC is to deliver the academic program in a way that fosters the love of learning, the pursuit of excellence and the attainment of each student's potential.

3 Primary Objective

The primary objective of a teacher at TCC is to outwork the school's mission statement. To do this, teachers are expected to continue to grow as a follower of Christ and to continue to outwork their calling as a teacher.

4 College Background

The College began in 1979 in Bowen Street Toowoomba with 17 students. It moved to its current site in 1981 and has grown to have over 700 students. It has set its goal to be a double stream primary, triple stream secondary school of about 800 students. The current Principal, Mr Richard Brown, has been the Principal since 1992. The College desperately wants to stay committed to the word 'Christian' as it seeks to teach a new generation of young people to serve the Living God.

5 Our College Organisational Structure

To understand the school's organisational structure, refer to the [Organisational Chart](#).

6 Accountability

The teacher is accountable to their Head of Section and is answerable to the Principal.

7 Our Aims as a Christian School in the Liberal Arts Tradition

- a. To present the claims, truth and lordship of Christ in and through the school's academic program
- b. To have students respond to the world and others like Christ did - full of grace and truth
- c. To have staff integrating Biblical truth into their lessons
- d. To help students appreciate the effect that Christianity has had in history and within cultures
- e. To raise the level of understanding of God's metanarrative
- f. To seek after truth, beauty and goodness
- g. To seek wisdom and understanding
- h. To learn from the "best that has been thought or said"
- i. To pursue what it means to be made in the image of God
- j. To embrace God's telos – His plan for revealing the Redeemer of all creation
- k. To deliver a cohesive answer to the issues raised from the "[School Formal Partner](#)" incident and the [Elim Tragedy](#)
- l. To raise the awareness of the greatness of God over time and culture and that His marvellous plan will come to pass

8 Key School Documents

All teaching staff will:

- a. Identify with our [Mission Statement](#)
- b. Fully support the College's [Statement of Faith](#) and doctrinal positions of Toowoomba City Church as expressed by [Theological Positions](#)
- c. Actively support our [Why TCC Exists and What is our Paradigm of Christian Education at TCC](#)
- d. Embrace [How We See Student Issues](#)
- e. Use the Principal's [2 Kings 5 paper](#) as a document to reflect on as they perform their role.

9 Embrace the School Culture

The school has a wonderful culture as it seeks to walk in the Spirit of Christ. It is expected that each staff member will embrace our school [culture](#).

10 Essential Requirement

Have current registration with Queensland College of Teachers prior to commencement of employment.

11 Expectations – Work

The teacher is expected to:

- a. Fully support the [Statement of Faith and Values, Tenets & Beliefs](#) document
- b. Support and positively contribute to the mission and ethos of Toowoomba Christian College
- c. Be pro-active and customer focused
- d. Be energetic with a strong work ethic
- e. Have a pleasant and welcoming disposition
- f. Listen, empathise and effectively communicate with adults and students
- g. Produce clear and accurate written documentation
- h. See tasks through to completion, work independently and meet deadlines
- i. Maintain confidentiality
- j. Be trustworthy and accountable for the level of trust placed in them
- k. Be willing to learn
- l. Work as part of a team in achieving the strategic intentions of the School and work well under the leadership of their manager
- m. Report progress of assigned tasks in a timely fashion
- n. Honestly and persistently carry out a self-evaluation of all aspects of his/her role
- o. Follow the Dress Policy

12 Expectations – Workplace

As a member of the TCC team, the teacher is expected to:

- a. See their work as part of their worship to God
- b. Support the goal of a Christian School in the Liberal Arts Tradition
- c. Be part of the education community and to outwork their faith on a day-to-day basis as they interact with students, staff, the public and school leadership
- d. Work for the good of the whole
- e. Serve the community in humility, patience and kindness
- f. Use their gifts and talents to serve the school community
- g. Seek reconciliation when you are misunderstood
- h. See their role in maintaining the blessing of the Lord on the School (Ps 133)
- i. Show obvious support for the outworking of the school's mission statement

13 Goals – Work

Goals for the teacher's work include:

- a. Provision of quality and timely service and support to the Head of Section
- b. All responsibilities and activities carried out in accordance with the College's ethos, values, standards of behaviour and current practices, as set down by the College and as amended from time to time
- c. Service excellence and support of the College's objectives at all times

14 Goals – Workplace

The teacher will contribute to the following goals for the School as a workplace:

- a. That all staff will play their part in this community as we seek first the Kingdom of God and the expression of His glory in the earth
- b. That all our staff will demonstrate to others their love for God as they seek to outwork the teachings of Christ
- c. That all our staff will form a caring Christian community
- d. That each staff member will appreciate the work done by others in the spirit of 1 Corinthians 12
- e. That TCC will be a place of shalom

15 Responsibilities

From time to time other duties, commensurate with your classification, skills and experience, and the needs of the school may be deemed necessary and may be assigned to you by the school.

15.1 Classroom Teaching

Focus: TCC teachers seek to help every child to flourish

- a. They plan for and promote our Christian School in the Liberal Arts Tradition approach to every student
- b. They establish expectations for each student which are clear, challenging and achievable
- c. They aim to awaken students' awe and wonder in the things God has made
- d. They aim to develop a love of learning
- e. They use appropriate pedagogy, assessment techniques, reporting procedures, teaching and learning strategies and technology when planning for and responding to the needs of their students
- f. They refine their professional practice through ongoing inquiry, dialogue and reflection

A teacher at TCC is to

- Work with their leader in delivering the school work program including approval for assessment items
- Work with their leader to improve their classroom teaching
- Be open to direction and advice from senior staff in the carrying out of your teaching responsibilities
- Generate student interest, enthusiasm and motivation and makes learning meaningful
- Demonstrate thorough preparation and planning which caters for the differing needs of students
- Use a range of effective strategies to support student learning and thinking
- Use effective classroom management which provides a classroom climate conducive to learning
- Use a range of diagnostic and formative assessment processes to monitor student performance
- Work with the team under the Head to understand and support the way your subjects are taught and assessed at Toowoomba Christian College

15.2 Classroom Management

Focus: TCC teachers realise the importance of training up a young child in the way they should go.

- a. Selfishness and self-centeredness is natural to every child and it needs to be combatted by a teacher with grace and truth
- b. Teachers set boundaries for students and uphold them. When these boundaries are broken then the aim is to bring about restitution through forgiveness and offer a fresh start
- c. TCC teachers seek to administer justice in all they do

A teacher at TCC is to

- Follow TCC procedures in dealing with classroom issues
- Follow the school's approach to investigating issues
- Interact with dignity and respect
- Insist on good manners and courtesy from all students at all times
- Maintain a high standard of work in the classroom and from your students
- Foster in students an active and positive attitude to learning
- Model appropriate language and social relationships in the best interests of students and their families
- Provide appropriate supervision and discipline of students

15.3 Assessing Student Work

Focus: Teachers need to assess all students' progress and keep accurate records of what has been achieved by every student

- a. The assessment should be appropriate and meaningful and distinguish between the various levels of work submitted
- b. Time needs to be given to make sure the assessment task is constructed with the students' ability and understanding in mind
- c. Parents and students are to receive timely feedback on the assessment piece

A teacher at TCC is to

- Follow the school's work program and keep to times set by the DTL for units of work
- Complete all necessary requirements of programming and classroom planning in the timeframe given by the Principal
- Be willing to cross-check their marking with other teachers
- Use the information gathered by the assessment instrument appropriately and report in accordance with school policy
- Transparency should be a hallmark of a teacher's marking
- When a mistake is discovered in the marking then it is to be rectified ASAP

15.4 Christian Thinking

Focus: TCC provides a distinctly Christian curriculum to its students.

- a. Rather than be part of the QCAA and the ATAR system in senior years, TCC has chosen a parallel course to the content so that it can control what is taught and assessed
- b. Teachers at TCC are to actively support this curriculum approach and use their talents and skills to help improve the offerings of the school within its curriculum
- c. The metanarrative of the Scriptures should be a reference point for what is taught

A teacher at TCC is to

- Understand the unique curriculum that the school uses
- Support the school in its own curriculum
- Understand and explain the meta-narrative of the Bible
- Focus on the Biblical position concerning origin, meaning, morality and destiny

15.5 Being Part of a Community

Focus: TCC teachers embrace the Christian concept of community – that koinonia is the basis of interaction with each other

- a. Responding to authority, supporting one another, accepting the differences that make each person unique and loved by God, are fundamental to Christian community
- b. The school wants to express its Christian belief and practice in the staffroom and common room that are based on respect and trust, develops a sense of shared purpose, shared vision and shared values
- c. They remain open and receptive to adaptation and innovation; constantly seeking to remain current and effective in their understandings and practice

A teacher at TCC is to

- Share thoughts and ideas with their colleagues about classroom issues, teaching practice and reports on professional development opportunities undertaken
- Work collaboratively and communicates effectively with colleagues sharing ideas and solving problems
- Be able to forgive and accept others and to resolve conflicts
- Respond appropriately to those colleagues who are in authority
- Work to resolve differences through Biblical methods of restoration
- Ask for help when they are struggling
- Seek to bring shalom to TCC by their actions and deeds

15.6 Using ICT Effectively

Focus: The school is wanting to use the ICT it has available for its teachers and students and admin staff in the most efficient manner

- a. With the technology is the opportunity for parents to have real time information about how their children are going and to verify information they are receiving from child or school employee
- b. The school realises the importance of monitoring what students are doing with the ICT it gives to students to help them be godly in what they do

A teacher at TCC is to

- Understand and use the technology available at the school
- Be willing to teach with the technology that is supplied to them and their students
- Share newfound ways of using technology with their colleagues
- Keep their data up to date and meet timeframes as set by the school
- Use the monitoring programs that the school makes available to help students choose good and not evil
- Take time to help students live as Christians in the age of technology

15.7 Personal Development

Focus: TCC teachers need to continue to develop themselves as teachers and as professionals

- a. They remain open and receptive to adaptation and innovation; constantly seeking to remain current and effective in their understandings and practice
- b. They set Christ as the master teacher whose example they follow
- c. Part of professional development is handling the outside of school pressures in a proper and adequate way. Staff need to be able to monitor their own well-being and sense of peace
- d. Teachers at TCC are encouraged to see their work as their worship and honour God in what they do

A teacher at TCC is to

- Work with their leader to develop their teaching skills
- Critically reflect on teaching practice and modifies it accordingly
- Be able to identify areas that need support in their work as a teacher and seek assistance
- Be willing to change their approach to teaching
- Demonstrate commitment to personal professional development on a planned and continuing basis, and applies learning gained
- Engage with current issues in education and the educational implications of trends and developments
- Critically reflect on their own lifestyle and pressures and seek help to get life balance
- Appreciate the need for contemplation

15.8 Pastoral Care

Focus: TCC teachers treat each student as a person made in the image of God (imago Dei) who is living before the face of God (coram Deo)

- a. Issues of justice for all, forgiveness and transformation are their focus in their dealing with students
- b. They understand the need for every student to feel safe and accepted for the way God has made them
- c. They are dedicated to the care and nurture of their students, their social, emotional, physical, spiritual and academic development
- d. They encourage students to grapple with the concepts of truth, beauty and goodness

A teacher at TCC is to

- Resolve the areas of student conflict according to the school policy Resolving Conflicts between Students.
- Understand and work with the philosophy of the school's Counselling Policy
- Work with Deans and the Director of Student Wellbeing when student issues come to light

- Help students understand the great story their whole lives will be part of (the metanarrative of Scripture – the revealing and enthronement of the Lamb of God)
- Help build relationships in a godly way with their classmates and other staff
- Foster security and acceptance for students within the class environment, interacting with dignity and respect
- Show care for students and cater for their emotional needs
- Foster in students an active and positive attitude to learning
- Build confidence and resilience in students

15.9 Commitment to the School's Ethos and Operation

Focus: TCC seeks to be a Christian school in practice and its teaching

- a. TCC's mission statement and supporting documents are clear about what it seeks to accomplish in the life of every student

A teacher at TCC is to

- Support the school mission statement
- Support the outworking of its Christian philosophy in lifestyle, actions and interactions with the school community
- Provides students with an example of Christian living and thinking through their words and actions
- Act with integrity and relate to others in a professional and friendly manner, reflecting a Christian ethos
- Resolve personal or professional conflict according to Biblical principles

15.10 Policies and Paperwork

Focus: TCC is committed to offering all students and members of the community a safe place to work and grow

- a. All staff are expected to follow all policies as they relate to the well-being of the students in our care
 b. Duty of care needs to be at the forefront of what each teacher does as an employee
 c. Being on time for all activities is essential – whether it is for playground duty, marking a roll, completing paperwork

A teacher at TCC is to

- Meet all deadlines set by senior staff or admin staff
- Ensure the safety procedures for events are followed
- Report inappropriate behaviour or actions to the relevant person
- Ensures students, parents and the wider school community are provided with a quality and appropriate service in a timely, effective and friendly manner
- Ensure the collection, use and storage of personal information is in accordance with the school's Privacy Policy
- Identify professional and personal development needs and seek ways to meet them
- Ensure that all documentation and communications are prepared and presented in a professional manner and in a way that reflects the school's ethos and values
- Report on student progress through regular reporting
- Involvement in supervisory duties as appropriate and extracurricular activities
- Outside the school, promotes the school positively and makes known, where appropriate, the school's developments in the teaching of their year level or specialist area
- Participates in staff meetings

15.11 Communication With Parents

Focus: Parents are the primary care givers and educators of their children

- a. Parents are answerable to God for the way they look after their children. The school acknowledges the rights of parents to be involved in the education process of their children
 b. Teachers aim to have effective working partnerships with the parents of their students
 c. Teachers take the initiative to contact parents and establish trust before issues arise

A teacher at TCC is to

- Value and seek the knowledge parents have of their children
- Seek to share information with parents that can aid in the overall educational development of each student
- Foster constructive relationships between the school and parents
- Make parents feel welcome to approach teachers with matters regarding their child throughout the year and in response to the formal interview offerings
- Pass on to the appropriate person issues that parents pass on to them
- Seek to pray for every family

16 Review Process

The School may update, amend, innovate, supplement, vary or replace our codes, policies, procedures or handbooks at any time by the provision of notice to you. Where we do so, we will communicate this with you in an appropriate manner.

Toowoomba Christian College exists
to provide a Christian education that will
prepare students in spirit, soul and body,
to serve the Living God in today's world.