

# POSITION DESCRIPTION



## VCE VM and VPC Teacher

Ignatius Learning Centre

### About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

### Our Vision

Building a Just Society

### Our Mission

Standing in solidarity with those in need, expressing a faith that promotes justice.

### Our Values

- Welcoming – forming strong, faithful relationships
- Discerning – being reflective and strategic in all we do
- Courageous – standing up boldly to effect change

### Our Purpose

We work to build a just society where all people can live to their full potential – by partnering with community to support those most in need and working to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

### Position details

|                          |                                                    |
|--------------------------|----------------------------------------------------|
| POSITION TITLE:          | VCE VM and VPC Teacher                             |
| PROGRAM:                 | Ignatius Learning Centre                           |
| LOCATION:                | Sunshine                                           |
| REPORTING RELATIONSHIPS: | This position reports directly to the Lead Teacher |
| EFFECTIVE DATE:          | September 2025                                     |

## Position Purpose

- Full-time classroom teaching role at the Ignatius Learning Centre, reporting to the Lead Teacher and based primarily in Sunshine (some outreach travel will be required).
- Focus on designing and delivering education programs tailored to the learning and wellbeing needs of young people with complex and trauma-affected backgrounds and involved in the Youth Justice system.
- Requires VCE VM and VPC teaching experience across Literacy, Numeracy, Personal Development, and Work-Related Skills. Any VET skills or experience is desirable.

## Program Purpose

Ignatius Learning Centre.

The Ignatius Learning Centre is a Catholic Specialist Secondary School, established by the Jesuit Social Services in 2021. The Ignatius Learning Centre offers an education that fosters responsibility and transformation and engages young people who have had a severely disrupted education and are at significant risk of incarceration and/or further involvement with the youth justice system. We are guided by Jesuit Social Services Way of Working, Catholic Social Teachings and Ignatian Pedagogy Paradigm where a holistic education is a contributor to the building of a just society and one where students can experience success in a safe and supportive environment. The Ignatius Learning Centre will enable students to restore hope, experience a sense of belonging, flourish and reach their potential. In 2026, The Ignatius Learning Centre will enroll approximately 40 young men Richmond and 20 young men in Sunshine, aged 15 – 17, offering the Victorian Certificate of Education – Vocational Major (VCE-VM) and the Victorian Pathways Certificate (VPC) as the curriculum.

## Duties of the position (max 6 dot points) Note: Mandatory Position Requirements below - don't need to be included here

- To ensure the implementation of Child Safe Standards and embed best practice that prioritizes the safety and wellbeing of children, at all times and follows the Ignatius Learning Centre philosophy.
- Meet the Disability Standards for Education specifically for curriculum development, accreditation and delivery including enable students with disability to participate in learning experiences (including assessment and certification), consulting with the student or their associate and taking into consideration whether the disability affects the student's ability to participate in the learning experiences.
- Plan and develop education programs for a range of students following a rigorous assessment of their initial and ongoing educational needs to achieve positive student outcomes for all students enrolled at the Ignatius Learning Centre.
- The classroom teacher engages in critical reflection and inquiry in order to improve knowledge and skills to effectively engage students and improve their learning.
- Set and demonstrate high expectations for student learning and education outcomes through the development of Individual Education and Behaviour Support Plans.
- Monitor, evaluate and report student progress in key learning areas.

## Key Selection Criteria

Passion for and commitment to working with children who have complex and diverse needs and may also be disengaged from learning. Experience in working with children with special needs and challenging behaviour especially those who have been involved in the Youth Justice system, is highly desirable.

1. Demonstrated experience in planning for and implementing high impact teaching strategies and high impact engagement strategies, guided by how students learn, and evaluating the impact of learning and teaching programs on student learning growth.
2. Demonstrated experience in monitoring and assessing student learning. Demonstrated experience in using data to inform teaching practice and providing feedback on student learning growth and achievement to students and parents.
3. Someone who is resilient, flexible and has the capacity to work collaboratively as a part of a committed and passionate team.
4. Demonstrated ability to always use highly refined interpersonal and communication skills with all stakeholders within the school community

## Key Performance Indicators

- Ensure the implementation of Child Safe Standards and embed best practice that prioritizes the safety and wellbeing of children, at all times and follows the Ignatius Learning Centre philosophy.
- Adherence and utilization of the Australian Professional Standards for Teachers (AITSL).
- Success is measured against individual Performance and Development Plans set annually which sit within the individuals' goals and objectives
- Support students to achieve VCE VM/ VPC and VET learning outcomes who are enrolled at the Ignatius Learning Centre
- Accompany young people enrolled at the Ignatius Learning Centre during challenging periods, by taking a traumatic and therapeutic approach, to ensure they feel supported, included and protected from abuse and/or neglect

## Key responsibilities of Jesuit Social Services Employees

### Service delivery/ Practice Framework (program delivery roles)

- Engage and build positive and constructive relationships with internal and external stakeholders and program participants
- Deliver services consistent with program guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

### Service delivery/ Practice Framework (share services roles)

- Engage and build positive and constructive relationships with internal and external stakeholders
- Deliver services consistent with shared services guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

### Team work and supervision (program delivery)

- Work effectively as part of a team, contributing to group outputs and reflective practice
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

### Team work and supervision (shared services roles)

- Work effectively as part of a team, contributing to group outputs
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

### Continuous Improvement and Professional Standards

- Demonstrate a commitment to own learning and development
- Commitment to risk management and continuous quality improvement processes
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services

### Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support to all including Aboriginal and Torres Strait Islander peoples and those who identify as LGBTQIA+
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory
- Demonstrate an understanding the identity and ethos of Jesuit Social Services or Demonstrate understanding, and a capacity to provide leadership in, the identity and ethos of Jesuit Social Services (Management only)

### Mandatory Position Requirements

- Current National and International (where required) Police Check
- Current Employee Working with Children Check
- Valid and current Australian Driver's Licence
- Proof of eligibility to work in Australia
- Current Victorian Institute of Teaching (VIT) registration

## **Safeguarding Children and Young People**

Jesuit Social Services takes child protection seriously, we undertake a range of checks and processes to ensure safeguarding of children, and you are required to meet the behavior standard outlined in our Code of Conduct.

## **Conditions of Employment**

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy & Procedures, including the Code of Conduct.

## **Employee Acknowledgement**

I, \_\_\_\_\_ (please print name) acknowledge that I have read and understood the contents of this position description.

**Employee Signature:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**Position Description Approved by:**  
**ILC Principal**

**Position Description Review Date:**  
**2 years from effective date**