<table>
<thead>
<tr>
<th><strong>Position Title</strong></th>
<th>Ivrit Teacher</th>
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<tbody>
<tr>
<td><strong>Reports to:</strong></td>
<td>Head of School</td>
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<tr>
<td><strong>Campus</strong></td>
<td>Beth Rivkah Primary</td>
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<tr>
<td><strong>Job Description</strong></td>
<td>Beth Rivkah Primary are seeking a teacher of the Hebrew language for 7.43 hours per week over 2 days.</td>
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<td><strong>Requirements</strong></td>
<td>Knowledge of Ivrit Teaching experience</td>
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<tr>
<td><strong>Commencement Date</strong></td>
<td>5/04/2017</td>
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<tr>
<td><strong>Employment Status</strong></td>
<td>Part Time</td>
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<tr>
<td><strong>Contract Specification</strong></td>
<td>Fixed contract</td>
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<tr>
<td><strong>For more information or to submit a cv please contact</strong></td>
<td><a href="mailto:dl.gold@ybr.vic.edu.au">dl.gold@ybr.vic.edu.au</a></td>
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<tr>
<td><strong>Detailed Role Description</strong></td>
<td>For a detailed Role Description please see below.</td>
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<td><strong>Applications Close</strong></td>
<td>25 February 2017</td>
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HEBREW TEACHER: BETH RIVKAH PRIMARY

Primary Role:

- To educate primary school children by planning and conducting an education programme to develop Hebrew textual skills.
- To be fluent in the Hebrew language, have an ability to deal with heterogeneous classes and cater to all needs.
- To be able to design engaging units of work that link with Jewish Studies and General Studies.

Expanded Role:

The teacher is expected to:

1. Plan, document and prepare daily and longer-term lesson plans in accordance with curriculum guidelines.
2. Use a variety of effective techniques and technologies to engage students with the learning process according to their age, level of ability and individual needs.
3. Encourage the intellectual and emotional growth of children by developing reasoning and problem solving skills, creativity and self-expression.
4. Use the School Learning Management Platform, Seqta, to document attendance, lesson preparation, Unit planners and Reporting.
5. Develop and maintain good working habits and discipline in the classroom.
6. Supervise students during classes and at other times in the school day, including in the playground during breaks.
7. Attend staff meetings and other training and development sessions – those during and out of school hours.
8. Assess and evaluate students’ progress in written and oral work.
9. Discuss students’ progress and concerns with parents and administrators. Supervise other classes on occasion when required.
10. In addition to face to face teaching time, there is a requirement to work extended hours to plan lessons, attend meetings or events, mark student work, class supervision and other requirements.
11. The Ivrit classroom teacher will report directly to the Co-ordinator of Jewish Studies BRP and Head of Primary.

Accountability

1. The Ivrit Teacher’s work program must be up to date and on Seqta to be reviewed regularly by the Co-ordinator of Jewish Studies.
2. The Ivrit Teacher can expect regular classroom observation by the Co-ordinator of Jewish Studies, Head of Primary and on occasion, other staff members for the purposes of collaboration.
3. The Ivrit Teacher may be required to participate in a staff mentor arrangement, at the discretion of the Co-ordinator of Jewish Studies and Primary Head.
4. An updated Working with Childrens check is required.
5. ACF online training to be completed.
6. The position is to be reviewed annually.

This Position description is intended as a framework for review and may be amended from time to time, based on the operational and educational needs of the college and at the discretion of the College Principal.

As your role within Yeshivah Beth Rivkah Centre requires you to be involved in delivering our service, in addition to meeting your core functions, duties and responsibilities as outlined above, you are also required to meet the behaviour
standards outlined in our ‘practice and behaviour’ guidelines or our ‘code of conduct’. You will receive a copy of these guidelines or code as part of your induction. Once employed you can also access a copy of these guidelines on the Yeshivah Centre Intranet.

You are also required to:

• provide a welcoming and safe environment for children and young people
• promote the safety and wellbeing of children and young people to whom we provide services
• ensure that your interactions with children and young people are positive and safe
• provide adequate care and supervision of children and young people in your charge
• act as a positive role model of Jewish values for children and young people
• report any suspicions, concerns, allegations or disclosures of alleged abuse to management
• maintain valid ‘Working with Children’ documentation
• undergo periodic ‘national criminal history record’ checks
• report to management any criminal charges or convictions you receive during the course of your employment/volunteering that may indicate a possible risk to children and young people.

Issued by Ella Blesofsky (Head of Primary)