



POSITION DESCRIPTION

Position: Teacher – Junior School
Reporting to: Head of Junior School
Responsible to: Principal
Classification: Pulteney Grammar School Enterprise Agreement 2026

Preamble

Founded in 1847, Pulteney Grammar School is a leading co-educational Anglican school woven into the fabric of Adelaide. Defined by a tradition of innovation, Pulteney Grammar School provides an education that positions its 1,000 students to prosper. Uniquely located on one site within the CBD, Pulteney is an active and proud member of the City of Adelaide and enjoys a rich and vibrant Old Scholars community characterised by an authentic belonging.

Guiding our strategic direction is a unified sense of purpose and ambition crafted through our history. Pulteney's DNA captures its lived values: the aspects of culture that define the current School and which resonate as aspirations for the future. The DNA influences and informs our decision making and our actions; it establishes that to which the School holds fast:

Authentic - Honesty, truth, integrity.

Purposeful- Intentional, resolute and reflective.

Personalised- Curated and distinctive experiences.

Boundless- Limitless opportunities sought through passionate thought and deed.

Enduring- Legacy etched through a community's tradition, innovation, service and faith.

Relationships - Respect and empathy fostered through collaboration and care.

Key Outcomes and Responsibilities

- Develop and deliver a contemporary teaching program for subject area
- Establish and maintain an inspiring, well organised and stimulating learning environment
- Have the ability to create a warm and welcoming classroom environment
- Respect children and build relationships in a caring, sensitive and appropriate manner
- Assume the main pastoral care role for a tutor group where requested
- Be able to work as part of a dynamic team of educators
- Be flexible and creative
- Demonstrate familiarity and experience with the Australian Curriculum and SACE
- Possess a strong understanding of pedagogy
- Support a range of student abilities within an inclusive learning environment
- Assist and encourage all students to achieve their personal best

- Liaise with classroom and specialist teachers to support students
- Integrate ICT within teaching and learning
- Be able to implement and develop innovative and relevant learning and assessment experiences
- Monitor student progress and provide relevant feedback as required
- Prepare student reports
- Use appropriate behaviour management techniques in fulfilling the School's behaviour management plan
- Communicate with skill and warmth with students, parents and staff

Any other duties as varied and determined by the Principal.

Work Health and Safety

This role is deemed to be a Worker under the *Work Health and Safety Act 2012 (SA)*. As a Worker, while at work the Teacher must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her actions or omissions do not adversely affect the health and safety of other persons
- comply with any reasonable instruction given by the School
- assist in the support of a safe workplace by reporting hazards, incidents, accidents and potential risk.
- appropriately use any equipment provided at the workplace
- cooperate with any reasonable policy or procedure of the School that is related to health and safety at the workplace that has been notified to workers

PERSON SPECIFICATION

Qualifications and Experience

- Registration with the Teachers' Registration Board of South Australia
- Relevant tertiary qualifications
- Experience teaching SACE (advantageous)
- Experience in the use of learning technologies in the support of learning

Skills, Knowledge & Abilities

- Rich knowledge of current innovations in teaching and learning
- Knowledge and understanding of learning and teaching strategies
- Skills and ability to provide pastoral care to students and to teach the Wellbeing program to a tutor group
- Knowledge of the current Australian Curriculum and SACE requirements for subject area
- Excellent written, verbal and interpersonal communication skills with the ability to engage with people from varying backgrounds
- Excellent organisational and planning skills with the ability to lead by example
- Ability to work independently and show initiative
- Ability to take a creative approach to problem solving
- Ability to differentiate to cater for the needs of all students
- Ability to show continuing professional learning and capacity for reflection

Personal Attributes

- Self-motivated, conscientious, reliable and enthusiastic
- Honesty, integrity and compassion
- A desire to be actively engaged in the life of the School

Special Conditions

- Working With Children Check is required to be undertaken prior to commencement and maintained
- Responding to Risk of Harm, Abuse and Neglect training must be undertaken and certificate of completion provided
- Current first aid certificate