



Role Description

Teacher Librarian (5-12)

All staff members of Santa Sabina College are expected to support and promote the College's Catholic, Dominican mission. Santa Sabina College is an IB World School and educates students to achieve personal excellence, to act with justice and compassion, and to embrace the future with an optimistic global vision.

The College is committed to ensuring that all staff promote the inherent dignity and fundamental rights of students and colleagues within a safe school and work environment. This commitment is drawn from and inherent to the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the Gospel. The College has a zero tolerance of all forms of child abuse and actively works to listen to and empower students. The College has policies and processes in place to protect students from abuse and takes all allegations and concerns seriously, and responds in line with the organisation's policies and procedures.

The Role

The Teacher Librarian (5-12) plays an important role in the strategic planning, leadership and management of the Library on the Secondary Campus. The Teacher Librarian models exemplary and contemporary teaching and learning practices and supports teachers in the implementation of a curriculum that supports and advances student learning outcomes. They support the Head of Library 5-12 in creating an innovative learning centre, characterised by an exceptional learning experience and collaboration between students and staff on the 5-12 (Secondary) Campus.

Release allocation: This role is a teaching position with generous release time as Teacher Librarian

Organisational Relationships

The Teacher Librarian (5-12) reports directly to the Head of Library 5-12



Key Role Responsibilities:

College Mission

- understand, support and promote the Catholic, Dominican Mission of the College
- articulate a clear understanding and personal commitment to the mission of the Catholic Church and the significant role of a Catholic school
- understand, promote and lead best practice in ensuring Santa Sabina is a child-safe school
- help to lead the strategic thinking and development of the College with particular emphasis on curriculum development and innovation
- articulate the College strategy confidently and positively and support its implementation at all times.
- develop internal and external partnerships to enhance learning opportunities for all students

Strategic Leadership

- planning, implementing and evaluating educational programs into curriculum areas that foster and promote proficient information fluency, independent learning, research and inquiry
- work collaboratively with Head of Library, Library team and subject teachers to promote teaching and learning 5-12
- commit to and actively support the College's agenda for continuous improvement through participation in school improvement planning and professional growth

Educational Leadership

- possess innovative practice which will enable them to contribute to a dynamic and stimulating teaching and learning environment
- plan implement and evaluate educational programs that foster and promote proficient information fluency, independent learning, research and inquiry
- demonstrate practices that reflect current pedagogical research and direction
- expert in the use of innovative learning and teaching techniques and in the use of technologies for learning
- assist students to seek, critically evaluate, synthesise and present new understandings
- promote, model and teach the value of reading literature and the joy of reading for enjoyment with students and staff
- promote, model and teach the use of library databases for research purposes
- promote, model and teach academic integrity, ethical research and referencing
- establish safe and supportive learning environment that responds to the needs of all students
- work collaboratively with staff and students to develop a culture that enhances information and digital literacy
- create opportunities for self-directed, independent and collaborative learning where students and staff use a wide variety of physical and electronic information resources to inquire, analyse, evaluate, interpret and construct knowledge, ask informed questions and sharpen their critical thinking
- assist in ensuring that the physical and virtual learning spaces create stimulating and productive learning environments
- passion for inquiry learning, critical thinking and literature

- demonstrated experience working with senior students, with knowledge of the IB Diploma Program and/or HSC curriculum

Community Leadership

- support and promote the College's academic profile within and beyond Santa Sabina
- attend and support presentations and events that assist improving learning outcomes for students and parents at different stages of their schooling
- attend College events and functions relevant to the role of Teacher-Librarian as requested by the College Principal
- perform any other duties as directed by the College Principal
- attend all parent/teacher/student conferences as directed by the College Principal
- contribute to a dynamic and stimulating teaching and learning environment and collaboration between students and staff
- establish safe and supportive learning environment that responds to the needs of all students

General accountabilities for all staff

- be well informed and comply with the College's obligations in relation to Child Safe Standards and processes for reporting suspected abuse
- adhere to the College's professional dress code for staff
- attend all relevant staff meetings, assemblies, College Masses, community days and staff professional learning days
- demonstrate professional and collegial relationships with colleagues
- commit to and actively support the College's agenda for continuous improvement through participation in school improvement planning and professional growth

Qualifications, knowledge, skills and experience

- appropriate tertiary qualifications required for the role of Teacher Librarian
- eligibility for membership of ALIA
- maintain professional registration with associations and provide updated certificates to the Director of People, Culture and Professional Learning annually
- comply with NSW Department of Health Screening and Immunisation and Santa Sabina College Policy
- current Working with Children Check (WWCC)
- excellent written and interpersonal communication skills
- demonstrated experience in dealing appropriately with highly confidential and sensitive information
- demonstrate a good knowledge of Australian Professional Standards for Teachers
- ability to work under pressure in a busy and varied environment

The College reserves the right to alter roles and responsibilities at any point in time.