

KEY TEACHER – VISUAL ART

This document is to be read in conjunction with the Teacher Duty Statement.

Position Description

Function

Key Teachers strengthen the subject area and Faculty, including areas of curriculum and learning, teachers and pedagogy, and facilities and resources. Key Teachers play a critical role in ensuring the College offers a high-quality and contemporary learning offering that supports students to achieve personal excellence and readiness for future study, work and life.

Tenure

This position of additional responsibility (PAR) has a 1 year tenure.

Conditions

A time allowance of 3 modules per week is provided to fulfil the responsibilities of the position.

Line Management

This position directly reports to a delegated Faculty Leader.

Essential Characteristics

Education & Qualification

- South Australian Teacher Registration
- LEA accreditation appropriate for the role
- Post-graduate qualifications in Education (desirable)

Knowledge & Experience

- Knowledge and understanding of relevant curriculum and IB MYP & SACE frameworks.
- Knowledge and understanding of contemporary research, practices and educational trends.
- Experience in leading teams of staff, projects, and/or educational change.
- Capacity to create partnerships with institutions and organisations beyond the educational environment.

Personal Qualities

- Demonstrates alignment with the College values:
 - **Integrity** (Our actions align with our words, even when it is difficult.)
 - **Courage** (We embrace challenge and take healthy risks.)
 - **Aspiration** (We strive for continuous growth and improvement.)
 - **Care** (We show respect and kindness to ourselves and others.)
 - **Connection** (We welcome, include and appreciate others)
 - **Grace** (We show humility, gratitude and forgiveness)
- Motivates and influences through exceptional communication and collaboration
- Demonstrates excellent professional judgement, composure and resilience when faced with challenge
- Openness to change and improvement
- Ability to work in a demanding role, including working out of normal hours.
- Projects positivity and displays genuine enthusiasm and optimism.
- Contemporaneous approach to curriculum and teaching and learning.

Positional Responsibilities

1. Curriculum & Innovation

- 1.1 Assist in the development, implementation, and review of subject curriculum in line with College frameworks (MYP, Australian Curriculum, SACE, VET).
- 1.2 Support the design of assessment tasks and rubrics, ensuring consistency, fairness, and compliance with internal and external moderation requirements.
- 1.3 Contribute to the development and maintenance of faculty documentation, such as scope and sequence plans and subject handbooks.
- 1.4 Model effective use of the College Learning Management System and support colleagues in meeting expectations of use.
- 1.5 Stay up to date with curriculum changes and industry practices, sharing relevant knowledge and insights with colleagues.
- 1.6 Support the Faculty Leader in developing and delivering professional learning within the faculty.
- 1.7 Engage in processes for the continuous improvement of subject curriculum, pedagogy, and co-curricular offerings.
- 1.8 Contribute to integrated and cross-disciplinary learning opportunities within the faculty.
- 1.9 Support new initiatives that build the profile of the faculty, both within the College and in the wider community.

2. Teaching & Learning

- 2.1 Mentor and support subject area teachers in pedagogy, practical demonstrations, and assessment strategies.
- 2.2 Foster a collaborative culture by sharing best practice, resources, and innovative approaches to teaching and learning.
- 2.3 Promote student engagement through authentic learning experiences connected to industry and community partnerships.
- 2.4 Celebrate the success of students and staff through College publications, social media, assemblies, and faculty events.
- 2.5 Contribute to, and encourage participation in, faculty events and projects.

3. People & Culture

- 3.1 Consult with and inform the Faculty Leader regarding student, staff, or parent concerns.
- 3.2 Provide feedback and advice from subject area staff to the Faculty Leader to support continuous improvement and advocacy for the subject area.
- 3.3 Contribute meaningfully to meetings with the Faculty Leader and other Key Teachers.
- 3.4 Foster collaboration by engaging colleagues in faculty initiatives and supporting opportunities for professional growth.

4. Managing Resources

- 4.1 Assist with internal moderation to ensure the reliability and consistency of assessment.
- 4.2 Provide subject-specific data and feedback to inform faculty planning.
- 4.3 Inform the Faculty Leader of staffing, timetabling, budget, resourcing, and facility needs within the subject area.
- 4.4 Assist with preparing budgets, ordering consumables and equipment, and coordinating with technicians to ensure spaces are prepared and maintained.
- 4.5 Support compliance with WHS regulations and inform the Faculty Leader of any concerns regarding equipment or facilities.
- 4.6 Contribute to faculty administrative processes, ensuring requirements and deadlines are met.

Performance Appraisal & Review

1. The Key Teacher is accountable for and appraised annually on the basis of executing the responsibilities outlined in this duty statement.
2. All roles evolve over time, and the school is regularly committed to reviewing and updating duty statements to ensure they accurately reflect each employee's contribution and the College needs. The Key Teacher role will be reviewed on a 2-year cycle, or more frequently as appropriate.
3. A formal appraisal process will be conducted at end-of-tenure to determine the future of the role and the suitability of the incumbent.

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