Teachers employed at Goldfields Baptist College are appointed by the Principal and are accountable to the College Board through the Principal.

**Primary responsibilities include:**
- Making knowledge accessible to all students
- Developing students’ cognitive capacity and respect for learning
- Fostering students' spiritual well being, self-esteem, motivation, and sense of civic responsibility.
- Supporting and promoting the ethos, aims and objectives of the college.
- Maintaining Christlike relationships with other staff members
- Submitting to the discipline of those in authority over them (i.e. DP and Principal)

1. **In line with these underlying principles, the classroom teacher is expected to:**
   - Foster self discipline in students while teaching them to accept the discipline of the Christian community
   - Train students in the moral and ethical standards of the Bible as interpreted in the teaching of the New Testament.
   - Develop in students their creative and critical abilities.
   - Stress co-operation rather than competition and foster the development of the gifts, skills and abilities of the student for the service of Jesus Christ in the Body of Christ and the community.

2. **The College adheres to an agreed, Statement of Faith**
   - Each staff member should be aware of, and in agreement with this statement and ensure that their teaching remains consistent with the statement’s doctrinal position.
   - Conflicting or personal doctrinal points of view should not be reflected in classroom teaching program.

3. **The college teacher’s duties include:**
   - Planning for and delivering appropriate instruction and guiding the learning process to help students achieve program objectives.
   - Maintaining a classroom atmosphere, which is conducive to learning.
   - Implementing useful diagnostic and progress assessment measures and keeping records of the same.
   - Selecting and using effective instructional methods and learning materials.
   - Establishing a cooperative relationship with all assigned students.
   - Maintaining open lines of communication with parents/guardians to keep them informed of student progress.
   - Engaging in professional development activities through an ongoing program of job-related knowledge and skill development.
   - Working collaboratively to achieve the overall purposes of the school
   - Meeting regular and predictable attendance requirements.
   - Establishing and maintaining a duty of care for all assigned students
• Taking responsibility for classroom safety and security, including the securing of buildings at the end of the day
• Meeting rostered commitments
• Supporting the college discipline strategies and uniform policy
• Organise and participate in extra curricula activities within the college

**JOB DESCRIPTION FORM TEACHER**

The classroom form teacher has a number of duties in addition to the duties commonly expected of the classroom teacher. The duties include;

• Monitoring the pastoral needs of the students.
• Liaising with the chaplain on pastoral issues.
• Liaising with the Class Parent Representatives.
• Liaising with teaching staff who work with your students.
• Coordinating and organizing parent meetings as required.
• Organizing a programme of daily devotions during form time.
• Providing opportunities for student to lead and be developed in their spiritual walk.
• Form Administration including, keeping the class register, following up on tardiness, absentee problems and chronic lateness, issuing notices and making announcements, monitoring uniform infringements and reporting the same.
• Monitoring student progress.
• Making provision for work to be sent home in the case of student illness
• Providing a general comment on semester reports.
• Monitoring student behaviour and following up on discipline issues.
• Reporting concerns to the Principal or deputy.
• Working with and supporting the Student Council Representatives.
• Planning an organising class events and or outings.