



St Bede's
College

Role Description

Teacher Librarian - Bentleigh East Campus

85 years of Educational Excellence

St Bede's College is an inclusive and independent community of globally aware, positive contributors to the world around us. It's our mission to teach students from diverse backgrounds to live 'by right paths' to become confident, caring, socially just and resilient individuals.

We are a Lasallian values-driven, Catholic Secondary school that is proud to nurture and develop young people as 'whole beings' in an innovative and dynamic learning environment. It's this that provides our students with the skills to flourish in today's and tomorrow's world.

For generations, families across Melbourne's bayside and south-eastern suburbs have chosen St Bede's College as the place for the child's life-long education. Since 1938, it has become a well-known, much loved and iconic place of welcome for students, their families, our teachers and our staff.

We've since grown to a three-campus College, offering endless opportunities for students and teachers to achieve their personal best.

St Bede's College is a Child Safe School

St Bede's College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our young men and their fundamental right to be respected and nurtured in a safe school environment. This commitment includes regular and appropriate learning opportunities in relation to child safety and young people's protection and wellbeing.

Overview

The Teacher Librarian is responsible for delivering library services to support and facilitate the learning and teaching needs of students in Years 7-9 and staff at our Bentleigh East campus. The Teacher Librarian will provide education in accordance with the appropriate syllabus and the Australian Professional Standards for Teachers.

The Teacher Librarian will lead students through innovative teaching programs that help build students' knowledge of the inquiry research process and an engagement with literature and reading.

Attributes and Competencies

The Teacher Librarian is expected to exhibit the following qualities and competencies:

- A lively and practical support to the Catholic and Lasallian nature of the College.
- A firm belief in, and commitment to, the mission and vision of the College and an ability to articulate and promote these.
- Strong knowledge of the curriculum including appropriate teaching qualifications (Teacher Librarianship/Education) and accreditation.
- A clear focus on learning and teaching and the wellbeing of students.
- Display a high level of commitment to student welfare extending beyond the classroom.
- Models excellent learning and teaching.
- Display loyalty to the leadership of the College and understand the nature of confidentiality as required.
- Exhibit ongoing professional growth on a personal level and for the benefit of the College community, including participation in different Lasallian Professional Learning activities that the College offers.
- An understanding of and commitment to supporting the educational needs of young people.
- Demonstrate an understanding of key priorities of the legal requirements surrounding Child Safety.

Specific Duties

1. Provide a welcoming and dynamic environment to encourage reading, learning and critical thinking for students and to support different learning styles.
2. Work collaboratively with teachers and other Resource Centre staff across both campuses to create relevant and dynamic reading and information literacy programs, to support the curriculum across all year levels.
3. Work collaboratively with teachers to ensure students are responsible users of information and work with Academic Integrity.
4. Support units of work taught by subject teachers to develop information literacy.
5. Work collaboratively with teaching and library staff to identify, evaluate and select appropriate resources to support the curriculum.
6. Collaborate with staff to promote reading and support students for extension and those with Literacy needs.

7. Coordinate the acquisition and organisation of both print and digital resources and information services.
8. Use a variety of selection tools to identify current trends in resources and literature and provide a user centred approach to information delivery and dissemination.
9. Provide a friendly learning environment in which students feel confident that their information needs will be supported.
10. Where applicable, maintain an appropriate classroom teaching allocation outside of the Resource Centre.
11. Flexibility to work across both campuses.
12. Knowledge of Libguides and Access IT would be advantageous.
13. Other duties as assigned by the College Resource Centre Leader, the Deputy Principal Learning and Teaching, or the Principal.

The Teacher Librarian reports on a day-to-day basis to the College Resource Centre Leader and ultimately to the Deputy Principal Learning and Teaching.

This is a fulltime role and may involve a classroom teaching allocation at the discretion of the Principal.