

Casual Horticultural Teacher

Duty Statement:

- Teach approved recurrent and industry programs including Certificate II and Certificate III of Horticulture.
- Identify and develop learning resources for the units you teach into.
- Complete and keep up to date, all required organization compliance and quality documentation related to the courses, units, short courses you teach into (e.g. unit outline, assessment, learners guide etc.). Notify lead teacher of any changes you intend to make to material content, unit outline, assessments or learning guides.
- Participate in assessment(s), & evidencing of assessments. Provide interim and annual reports of students' results.
- Ensure attendance records are reported in a timely manner (e.g. mark book/class attendance rolls & in compliance with the institute quality guidelines). Report student absences to the lead teacher, program lead &/or manager. Reporting timeframes of student absences will be directed by either the lead teacher, program lead &/or manager.
- Liaise with other staff, industry personnel and employers.
- Where asked provide evidence for staff development activities to ensure both industry and teach currencies are evidenced. Participating in approved staff development activities where directed. Assist in the development and delivery of programs.
- Ensuring vocational competence is maintained for all areas of teaching.
- Participate in activities related to the delivery of programs, i.e. Field trips.
- Implementing new technologies within the study area and program. Where directed use learning technology, like Moodle for your delivery. Implementing new technologies within the department/institute.
- Selection, safe use and maintenance of appropriate equipment. Follow safety data handling sheets and develop where required.
- Identify and introduce strategies to assist students who are experiencing learning difficulties.

Key Selection Criteria:

- A Horticulture Qualification in the appropriate area, Industry experience relevant to the content area and academic level being taught.
- Certificate IV in Training and Assessment (TAE40116) or (TAE40110) including Design & Develop Assessment tools (TAEASS502) and address Adult language literacy and Numeracy (LLN) skills (TAELLN411) (TAELLN401A).
- Well-developed teaching skills, including the ability to select and use a range of teaching and assessment strategies as determined by student needs and competency standards.
- A sound knowledge of the relevant industry area.
- Capacity to plan, schedule and meet agreed deadlines in the completion of teaching duties
- Demonstrated knowledge of the commitment to Occupational Health and Safety, Anti-Discrimination, Quality Assurance and Continuous Improvement.
- A current Working with Children check.