

Position Title	TAFE Teacher	Job Ad Reference	
Region	TAFE Queensland SkillsTech (TQST)	Closing Date	
Portfolio	Educational Delivery	JEMS No.	3513 (01/2014)
Location	All TQST training centres * may be required to perform duties at any TQST Training Centre	TRIM No.	14/18974
Classification Salary	Step 1 - 7, <i>TAFE Queensland Educators Certified Agreement 2016</i> , 36:15 hour week \$66,105 - \$84,928 gross per annum Plus superannuation contributions of up to 12.75% of your annual salary		
Employment Status			

About TAFE Queensland

TAFE Queensland is the largest and most experienced provider of further education and training in Queensland offering practical, industry-relevant training to over 165,000 students annually, across more than 500 program areas.

On 1 July 2013, TAFE Queensland was established as an independent statutory body under the *TAFE Queensland Act 2013*.

The TAFE Queensland network comprises a Head Office in Brisbane and six regions delivering training from Thursday Island to the Gold Coast, from Bundaberg to Roma and across the South-east corner of Queensland. The TAFE Queensland regions are:

- TAFE Queensland SkillsTech
- TAFE Queensland Brisbane
- TAFE Queensland Gold Coast
- TAFE Queensland East Coast
- TAFE Queensland South West
- TAFE Queensland North

TAFE Queensland is an organisation that puts our customers – students, employers, communities – at the centre of everything we do.

As an employee of TAFE Queensland, you will be part of the state's leading provider of further education and training committed to quality teaching, a safe working environment and delivering real outcomes for our students.

For more information about TAFE Queensland visit www.tafeqld.edu.au

Our Region

TAFE Queensland SkillsTech is TAFE Queensland's trade-specialist facility training thousands of apprentices and trainees across four sites in the Brisbane area. As Queensland's largest trade and technical training provider, TAFE Queensland SkillsTech also collaborates with other TAFE Queensland regions to provide specialist apprenticeship program knowledge and resources across the state. It offers pre-apprenticeship, apprenticeship and traineeship, and post-trade training in automotive, building and construction, electrotechnology, manufacturing and engineering, sustainable technologies and water, mining, gas and resources. TAFE Queensland SkillsTech has expert qualified

tradespeople on its teaching staff and a reputation for delivering best-practice training with industry-standard equipment in world class, safe facilities.

TAFE Queensland SkillsTech strives to achieve a workplace culture which values employee collaboration, strong leadership and high performing teams. Every employee in the organisation has a role to play in “*making great happen*” through the embodiment of the following core values and behaviours:

- We do what we say
- We collaborate proactively
- We are focused on solutions
- We show gratitude

For more information on TAFE Queensland SkillsTech, please visit our website at <http://tafeskillstech.edu.au/>.

Your Opportunity

As a TAFE Teacher you will contribute to the development and delivery of quality learning services to a wide range of clients through:

1. Outcome focussed vocational education and training (VET) programs;
2. Linking with industry, schools, universities, other TAFE and VET providers;
3. Maintaining currency with industry practices, workplace delivery and contemporary teaching methodologies and philosophies; and
4. Working in an environment of change and continuous improvement.

Teachers are accountable to and under the direction of the General Manager or delegate. The General Manager provides leadership for the Region and sets general direction and ethos for all staff, students and community members.

This position reports to the Business Manager.

Key Responsibilities

- Manage the teaching and learning processes for the classroom, industry and web based clients utilising flexible, blended and distance learning techniques, options and products.
- Develop effective working relationships with student and client groups (including industry and local business).
- Create a productive learning environment that uses contemporary education and training methodologies and techniques including a variety of appropriate delivery methods and utilising creative learning options to meet the varying needs of the students.
- Contribute to research, development, programming, implementation and review of training packages, course content and other learning materials to ensure relevant industry standards are met and maintained.
- Establish and moderate evaluation and assessment instruments and systems to meet the Standards for NVR Registered Training Organisations and industry requirements, and that allow portability of credentials and credit transfer.
- Participate in the coordination of teaching programs, team meetings, marketing strategies and management of teaching resources.
- Ensure that students and clients practice accepted safety procedures in the learning environment.
- Participate in appropriate staff development programs to develop and maintain personal and professional skills, knowledge and attitudes and maintain industry currency.
- Coordinate and participate in moderation and validation activities including student evaluations, assessment instruments and internal systems to meet audit, legislative and industry requirements.
- Maintain documentation and records in compliance with Standards for NVR Registered Training Organisations, Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS), and other contractual requirements such as User Choice.
- Contribute to the success of cultural change within the organisation through promoting and modelling the established TAFE Queensland values of Commerciality, Teamwork, Innovation and Accountability.

Success Factors for the Role

1. Knowledge of the education and training sector and the ability to positively respond to new directions and demands of the training market.
2. Demonstrated capacity for best practice in the management of teaching and learning activities (delivery, assessment and evaluation) including the development of flexible/innovative learning options, products and solutions.
3. Demonstrated capacity for leadership, self-management and ability to work effectively as a team member, with the capacity to accept promote and manage change while utilising well developed interpersonal and communication skills.
4. Proven record in proactive and problem solving approaches to the teaching task and a demonstrated understanding of ethical conduct in an educational setting.
5. High level written, oral, presentation and interpersonal communication skills, including ability to work effectively within a team environment, supporting team outcomes.

Qualifications / Requirements

Mandatory requirements:

- Industry/trade qualification (certificate, trade certificate, diploma, degree or masters);
- Certificate IV in Training and Assessment (TAE) including module *TAELLN411*;
- Possession of relevant formal vocational qualification/s at the level equivalent to or higher than the level to be delivered; and
- Demonstrated current industry skills directly relevant to the teaching being undertaken.

Note: Proof of qualifications is required to be provided at interview.

In some industry areas, educational staff are required to hold current licences (such as electrical, refrigeration, gas fitting, asbestos).

How to Apply

- A resume/curriculum vitae that briefly outlines contact details, employment history and/or relevant experience, achievements, and names of referees and their contact details.
- Selection will be based on how well applicants meet the selection criteria therefore it is essential that applicants specifically address the **Success Factors** section of this role description.
- Applications are limited to a maximum of two pages in length.
- Applicants are encouraged to apply using the apply via email facility available on the TAFE Queensland SkillsTech website (<http://tafeskillstech.edu.au/about-us/working-for-tafe/>)

For further information, please contact:

Human Resources (07)3244 0271

SkillsTech.HumanResource@tafe.qld.edu.au

Additional Information

- The duration of this position will be dependent on work demands and the availability of ongoing funding.
- To progress beyond Step 4 of the pay scale, you will require an approved teaching qualification from a recognised tertiary institution.
- You may be required to travel and work across any TAFE Queensland SkillsTech training centre.
- It would be highly desirable for the incumbent to possess a current driver's licence.
- A criminal history check will be initiated on the successful applicant.
- A non-smoking policy applies in Queensland government buildings, offices and motor vehicles.
- If the successful applicant has been engaged as a lobbyist, a statement of their employment is required.
- You will be required to complete a probationary period of 6 months, unless otherwise determined.