



# Summary Position Description

## Director of Jewish Learning

**Reports to:** Principal

**Purpose of the role:** To lead the creation, maintenance, excellent delivery and promotion of Jewish learning and curriculum for all Carmel School students from Kindergarten to Year 12.

This role requires a dynamic, passionate and hard-working Jewish role model and mentor who demonstrates genuine and unquestionable commitment to the vision, purpose and values of Carmel School. As a member of the Carmel Leadership Team (CLT), their support for the decisions made by CLT and the Board will be both wholehearted and proactive, both within the School and to the broader community. The Director of Jewish Learning will develop and promote learning which enables students to connect meaningfully with their Jewish identity and embrace the opportunity to make a difference.

Leading a team which includes teachers of Jewish Studies and Hebrew, the Director of Jewish Learning will teach 0.4 FTE and will plan and implement an excellent, engaging and meaningful curriculum program to cater for the full range of Carmel School students. They will provide full support to the Principal and work jointly and collaboratively with the Director of Jewish Life as well as displaying the ability to work inclusively with all staff, students and families.

## Key Responsibilities and tasks:

### Instructional leadership

The Director of Jewish Learning will have a clear educational vision which supports the goals and values of the School. They will be the instructional leader for Hebrew and Jewish studies, ensuring our curriculum, programs and pedagogy represent educational excellence for all students from Kindergarten to Year 12. They will work within budgetary constraints to lead professional learning opportunities for staff and sustain a culture of best practice teaching and learning within the Jewish Learning team. Engaging proactively with parents and the community, participating meaningfully in events and creating a school community that welcomes all, are significant aspects of the role.

### Promoting the Learning Area

The Director of Jewish Learning will promote the learning area throughout the School and beyond, facilitating innovative ideas, modelling excellence in the classroom and promoting the learning program for all staff, students and the community. They will foster and enhance student interest and enjoyment in the subject, organising and overseeing special events and competitions and liaising with Communications to share key experiences and events with the community. They will model professional reporting on progress and proactively work as part of the Academic Council.

### Staff Leadership

The Director of Jewish Learning will undertake relevant professional learning and reading to support their leadership of staff. They will inspire, encourage and support staff development, actively engaging staff in relevant professional learning and building morale through consultation, collaboration, communication and teamwork. They will facilitate effective meetings and provide regular feedback to staff to support improvement, leading the annual appraisal process for their teachers, including lesson observation and feedback, discussion and goal setting. The Director of Jewish Learning will manage and monitor SEQTA programs, marksbooks and resources, ensuring that a central repository of resources is kept current.

## **Required Competencies and Skills**

The Director of Jewish Learning will demonstrate genuine commitment to the purpose and values of Carmel School. They will be required to speak Hebrew at a proficient level and have English as their first language or one of their mother tongues. They will provide excellence in teaching and leadership across the Jewish Studies spectrum, including high level Torah study, halacha, Talmud and Tanach. They will model and require from all their team members, ethical and professional behaviour that enhances the reputation and values of the School. The Director of Jewish Learning will develop close and constructive relationships between the School and community organisations including the shules. They will demonstrate a strong work ethic, high standards and a detailed knowledge and understanding of issues surrounding child protection.

## **Essential requirements**

The Director of Jewish Learning will also:

- Hold a relevant and appropriate teaching qualification (preferably at Masters level)
- Have studied Jewish Studies at a tertiary/Yeshiva/Midrasha level
- Have relevant leadership experience
- Have the right to work in Australia  
(this would be preferable, but we would consider sponsoring the right candidate)
- Hold a current TRBWA registration and Working with Children Check (or be eligible to apply for one)

This role description forms the framework for a professional annual performance appraisal. Carmel School reserves the right to modify this role description, from time to time, to meet the operational needs of the School.