



The Rockhampton  
Grammar School  
Established 1881

# Employment Application

The Rockhampton Grammar School is an equal opportunity employer

120816

School

The Rockhampton Grammar School

Position

## Teacher, Outdoor Education

The Outdoor Education Teacher will be responsible for facilitation and planning/co-planning Outdoor Education, Certificate II Outdoor Recreation, Duke of Edinburgh Award Scheme and other programs at The Rockhampton Grammar School and the Ritamada Outdoor Education Campus near Emu Park on the Capricorn Coast. As a staff member of The Rockhampton Grammar School the Outdoor Education Teacher will uphold the values and educational standards of the school. The Outdoor Education Teacher will provide support to the Director of *Ritamada* to facilitate all aspects of the Outdoor Education program.

### DUTIES AND RESPONSIBILITIES

- Assist in development of Outdoor Education, Cert. II Outdoor Recreation and Duke of Edinburgh Award Scheme programs
- Lead and co-lead activity sessions, camp programs and extended camps in the Outdoor Education program;
- Lead and co-lead theoretical, practical day classes, day expeditions and extended expeditions in the Cert. II Outdoor Recreation program;
- Assess the academic and practical skill progress of Cert II participants and keep records;
- Help develop coursing materials if needed
- Assist in the effective running of the Duke of Edinburgh Award Scheme;
- Daily planning toward short, medium and long term goal attainment in both programs;
- Facilitate specific activities to industry best practice and Risk Management standards;
- Take direction from and report to the Director of Ritamada;
- Uphold, maintain and co-develop risk management and standard operating procedures;
- Organise logistical components of programs;
- Administrate programs and communications to a high level;
- Keep diary notes of program progress;
- Drive school vehicles and buses with utmost care and consideration with regard to school policy on vehicles;
- Assist in visiting school classes for program preparation;
- Liaise with school staff to ensure their integral involvement and readiness in the outdoor program;
- Assist with food provisioning for programs;
- Participate in regular skills development and maintenance and scenario training;
- Assist in maintaining outdoor education equipment and storage shed.

### PRIMARY OBJECTIVES

- Assist in the delivery of a safe, organised and effective Outdoor Education program;
- Assist in the delivery of a safe, organised and effective Certificate II Outdoor Recreation and Duke of Edinburgh Award Scheme;
- Ensure all aspects of work are done to a high standard of safety in accordance with industry best practice risk management;
- Ensure all aspects of work are done to a high standard.

### WORK ENVIRONMENT

- Maintain safe and healthy work practices in line with Workplace Health and Safety Policy;
- Comply with all School policies and procedures;
- Display positive interpersonal skills needed for the delivery of quality service with a particular emphasis on communication and teamwork;
- Ensuring all work documents are kept in a confidential manner;
- Attend school functions as required.



## RELEVANT QUALIFICATIONS AND EXPERIENCE

- Current Teacher Registration;
- Driver's Licence;
- Driver Authority Licence for LR (Coaster/Rosa style buses);
- Recreational Marine Driver's Licence;
- Current Wilderness or Remote Area First Aid Certification;
- Certificate IV in Outdoor Recreation with relevant specialisations and/or relevant outdoor leadership and activity skills and experience (listed below);
- Cert IV in Workplace Assessor
- Use technology to facilitate work requirements.

## RELEVANT OUTDOOR LEADERSHIP AND ACTIVITY SKILLS RELATING TO

- Bushwalking;
- Canoeing on flat water;
- Kayaking on flat water;
- Sea Kayaking in inshore conditions;
- Sailing;
- Abseil natural and artificial surfaces/structures;
- Climbing natural and artificial surfaces/structures;
- Caving;
- Navigation;
- High and low ropes;
- Initiatives;
- Camp site provisioning, catering & hygiene;
- Campsite management;
- Minimal impact;
- Staff & student management & facilitation;
- Driving 4WD;
- Record keeping for results/assessment and petty cash;
- Logistical organisation;
- Extended expedition skills in group/staff management.

## ADDITIONAL POINTS

Due to the particular spacing and clustering of programs in collaboration with the school calendar and seasonal weather patterns, work will often occur outside of standard school hours and involve a residential supervision component as part of delivering a safe and effective program.

Note: Applicants must be registered or be eligible for registration with the Queensland College of Teachers.

Teachers are expected to:

- Design and implement curriculum programmes that embrace Dimensions of Learning
- Create a positive classroom environment that enhances student learning
- Establish and review students' learning goals/outcomes and modify curriculum programmes accordingly
- Continuously reflect on teaching practices
- Build relationships and share teaching insights with colleagues in order to co-ordinate activities for students
- Communicate with parents about student learning
- Demonstrate professionalism and a commitment to professional development
- Contribute to the School and wider community through involvement in co-curricular activities
- Maintain accurate records and meet deadlines

**A comprehensive curriculum vitae including the names of three referees should be forwarded by 1 June to:**

**The Headmaster  
The Rockhampton Grammar School  
Archer Street  
Rockhampton QLD 4700  
Email: [positions@rgs.qld.edu.au](mailto:positions@rgs.qld.edu.au)**