



## EMANUEL SCHOOL

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### Head of Jewish Studies (7-12) | Role Statement

**Role:** Head of Jewish Studies (7-12)  
**Reporting to:** Director of Studies (7-12) and Head of Jewish Life

#### Summary of Position

Emanuel is a pluralist Jewish Community Day School in Sydney, Australia that is committed to Jewish community, learning, heritage, ethical living and the State of Israel. We do this through a commitment to pluralism, egalitarianism, tradition, social action (Tikkun Olam), mitzvot, Zionism, Torah and Hebrew. We do so as Jewish, Australian and global citizens.

It is the role of the Head of Department to provide outstanding leadership of the School's Jewish Studies Department, guiding reflective, future-oriented and evidence-informed best practice in the delivery of our classroom programs in the High School.

The Head of Jewish Studies (7-12) has overall responsibility for the leadership of all aspects of the Jewish Studies Department. They are responsible for building and maintaining strong involvement in the life of the School and the wider community and would be committed to supporting the ethos of the School. They are responsible for developing and fostering each student's pride in their heritage, Jewish identity and connection with Israel.

#### Key Responsibilities

The Head of Jewish Studies (7-12) is responsible for:

#### Jewish Studies Department

- Preparing, leading and reviewing the 7-11 Jewish Studies teaching programs, assessment and reporting processes, including the development of differentiated teaching programs which provide for enrichment and support
- Supporting the process of timetabling and allocating teaching staff on an annual basis, and as required throughout the year
- Supporting Jewish Studies staff in the use and integration of ICT within the curriculum, including the School's Learning Management System
- Overseeing Jewish Studies curriculum-related excursions and incursions, including guest speakers and year level outreach programs and exhibitions, as appropriate

- Managing escalations of student behavioural issue in line with school policies
- Leadership of the High School Jewish Studies team including recruitment, onboarding, performance management and parent communication
- Working with the Head of Primary Jewish Life to establish a seamless Jewish Studies continuum across K-12
- Coordinating with the Jewish Life team (7-12) to ensure alignment of formal and informal activities and events around the Jewish calendar and Chaggim
- Regularly analysing data to inform processes for continuous improvement of student outcomes in Jewish Studies
- Developing and/or sourcing the Jewish Studies curriculum 7-11 aligned with the School's pluralist and egalitarian values

### **Professional Learning**

- Supporting high quality teaching by modelling best practice, facilitating teacher development and professional growth and providing feedback and support for Jewish Studies teachers
- Promoting and managing professional development applications and the associated budget for Jewish Studies-related professional development opportunities
- Supporting and overseeing Jewish Studies staff through the NESA accreditation process, including acting as supervisor when required
- Actively supporting and overseeing Jewish Studies staff through the School's teacher professional reflection and class observation processes
- Supporting and guiding the Jewish Studies Department in relation to school-wide initiatives, such as Deep Learning and Cultures of Thinking and the School's strategic plan
- Leading the planning for Jewish Studies Department faculty meetings, and contributing to School-wide planning days and Staff Development Days

### **Financial and Resource Management**

- Leading the preparation, management and monitoring of the annual budget and budget reforecast for all aspects of the Jewish Studies Department, including costs associated with excursions, incursions and events

## **Additional Duties**

The Head of Jewish Studies (7-12) will:

- Contribute to the overall Jewish Life of the School
- Be a member of the High School Heads of Department Team and contribute positively to educational discussions
- Collaborate with other Heads of Department to find opportunities for transdisciplinary learning
- Keep up-to-date with educational research and best practice, especially in relation to Jewish Studies education
- Preparation and oversight of internal and external communications relating the Jewish Studies department, e.g. School newsletter, information evenings and school marketing materials
- Other duties as required by the Principal

The Head of Jewish Studies (7-12) will be a member of the School's teaching community and as such will participate in the regular life of the School. They will undertake other teaching duties, such as pastoral care, supervision of students, extra-curricular activities etc, as requested by the Principal. The Head of Jewish Studies (7-12) will undertake a teaching load as part of the role.

## **Key Competencies**

The Head of Jewish Studies (7- 12) will be an effective communicator who holds students' Jewish learning and development as the highest priorities. They will be an experienced, successful and qualified educator who is highly organised and professional, with a passion for ensuring the best possible education for students. They will be a lifelong-learner, excited by innovation, committed to continuous improvement, and willing to contribute to a dynamic and future-oriented learning environment.

The successful applicant will be a highly accomplished classroom practitioner who is passionate about Judaism and engages their students with the subject. They use a range of teaching strategies and technology effectively in the classroom to enhance learning for all students, are abreast of current practice in relation to curricular programs and developments within the Jewish world, and have the ability to lead an established department towards the best possible learning outcomes for all students.

As a Head of Department, the Head of Jewish Studies (7-12) will have the capacity to motivate, support and inspire the Jewish Studies team with a clear focus on connecting

students with their Judaism and delivering quality outcomes for students and the School as a whole.

Knowledge of and personal alignment with the principles of the Teaching for Understanding and Cultures of Thinking frameworks would be an advantage. Knowledge and understanding of Jewish foundational texts (e.g. Torah, Bible, Talmud, Liturgy) and Hebrew would also be advantageous.

Emanuel School welcomes Jewish Studies teachers from all streams of Judaism, and it is important to us that each teacher respects and supports the Jewish diversity of our community and is comfortable teaching and exploring pluralist Jewish themes.

### **Skills and attributes Needed**

Within the context of the role described above, the ideal applicant will be someone who has:

- A love of Judaism and a desire to inspire and engage students in their Jewish Studies learning, with a proven capacity for extending and enriching students beyond the scope the syllabus
- A proven capacity to lead a vibrant team of Jewish Studies educators and to work effectively in a collaborative learning environment
- Significant successful experience teaching Jewish Studies within a Years 7-11 context
- Ability to develop and refine curriculum, programs and assessment
- A passion for continually improving their teaching practice, leadership capabilities and for sharing expertise with colleagues
- Capacity and desire to make a positive contribution to student wellbeing programs
- Demonstrated strong interpersonal and communication skills and the capacity to develop and sustain productive relationships within the school community
- Willingness to act upon feedback
- Exceptional time management and project management skills
- Ability to delegate and share responsibility within the team (where appropriate) and the create an environment where staff can innovate in their practice
- Ability to communicate with parents, colleagues and students in a timely and professional manner

- Strong Information and Communication Technology skills

## Qualifications

The successful applicant should have a relevant degree and teaching qualifications and be at least eligible to be accredited with NESAs.

## About Emanuel School

Emanuel School is committed to providing co-educational excellence in a Pre-school to Year 12 continuum. We value the individuality of all students and encourage the development of their special interests and talents. Our objective is to extend our students to the best of their ability, and to foster a love of learning, a strong sense of community, pride in their Jewish heritage and a connection to Israel. We strive to create an environment in which genuine acceptance and understanding can develop. These concepts are reflected in the School motto “Mind, Spirit, Being”.

Emanuel School is small enough to provide an individual, nurturing environment and large enough to provide a wide range of subjects and opportunities for our students. Emanuel School is a dynamic learning community within an intimate learning environment delivering strong academic outcomes. The School occupies the Stanley Street site with around 910 students from Preschool to Year 12, comprising a two-stream K-4 and three streams thereafter. The School’s commitment to excellence, quality, service and value ensures that it continually improves the delivery of all its programs for the benefit of its students. There are many opportunities for students to participate in a wide range of activities and students have a strong commitment to community service.

## Values

Emanuel is a Jewish Community School that nurtures a commitment to Jewish community, heritage, learning, ethical living and the State of Israel. We do this through a commitment to pluralism, egalitarianism, tradition, mitzvot, Torah and Hebrew. We do so as Jewish, Australian and Global citizens. In particular we value:

- Excellence
- Perseverance
- Lifelong love of learning
- Respect
- Integrity
- Responsibility
- Compassion
- Generosity
- Justice
- Community

Emanuel School acknowledges and embraces the seven elements encompassed within the domains of Professional Knowledge, Professional Practice and Professional Engagement as defined in the National Professional Standards. The seven elements are:

Teachers:

- Know students and how they learn
- Know content and how to teach it
- Plan for and implement effective teaching and learning
- Create and maintain supportive and safe learning environments
- Assess, provide feedback and report on student learning
- Engage in professional learning
- Engage professionally with colleagues, parents/carers and the community

Emanuel School is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making. Emanuel has zero tolerance for child abuse. This position requires the successful applicant to have a current Working with Children Check in accordance with the *Child Protection (Working with Children) Act 2012*.