Role Description:
1. To actively live and promote the College ethos with a focus on developing responsible Christian persons.
2. To promote and maintain Gospel values and the Catholic tradition among all sectors of the College, including students, staff, parents and guardians.
3. To become familiar with regional and local Aboriginal history and current Aboriginal issues.
4. To facilitate activities which promote a culture of Reconciliation at St Mary's College.
5. To ensure that each student is treated as a 'whole' person who has individual needs.
6. To be aware of and diligent to responsibilities in the duty of care of students.
7. To assist in providing support and advice to parents / guardians regarding students.
8. To undertake interviews of students and parents / guardians in accordance with the College MSB Policy.
9. To assist the Principal with the orientation of students and parents / guardians.
10. To ensure that parents / guardians are given consistent and appropriate opportunities to participate as real partners in the education of their children.
11. To assist in the organisation and facilitation of gatherings involving the whole College, i.e. masses, assemblies and sports carnivals.
12. To promote, wherever possible, the strengths and unique character of St Mary's College within the wider community.
13. To contribute to the College co-curricular programme.
14. To maintain a high standard of professional dress.
15. To enhance the educational standards of the College.
16. To perform the duties, either teaching or non-teaching, that are assigned by the Principal, Head of Secondary or Head of Primary.
17. To perform such duties as are customarily rostered and shared by all staff.
18. To assist in the co-ordination of and actively participate in various College functions.
19. To assist the Principal in the induction of new staff as required.
20. To maintain a high professional standard in planning, implementing and recording on-line teaching programmes.
21. To maintain a high professional standard of data collection assessment strategies and data collection.
22. To ensure that all undertakings are student focused.
23. To keep abreast of developments in educational theory and practice and be prepared to implement same.
24. To advise and support the Principal in the allocation of educational resources.
25. To assist in the development, maintenance and implementation of College educational polices.

All members of the Teaching Team are responsible for living the Mission of the College.