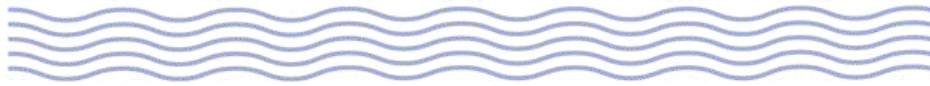




APPOINTMENT OF Innovation & Professional Learning Coordinator

Bishop Druitt College
2025



Welcome from the Principal

Welcome to Bishop Druitt College—a place where hearts and minds are nurtured, where every student is seen, and where education is more than just academics; it's a journey of growth, belonging, and purpose.

As Principal, it is both a joy and an honour to extend a sincere invitation for you to consider becoming a part of our Bishop Druitt College family. Nestled in the heart of the beautiful Coffs Coast, our college stands as a proud and compassionate cornerstone of our community—committed to guiding young people as they grow into capable, kind, and courageous individuals.

Here at Bishop Druitt, we believe that true education reaches beyond textbooks and timetables. It begins with relationships—deeply rooted in care, respect, and understanding. Our dedicated staff work together to create a safe, inclusive environment where students are encouraged to embrace challenges, celebrate curiosity, and discover who they truly are. We are proud of our strong academic foundation, but equally proud of the way we uplift the whole child—mind, body, and spirit. Our programs are designed to spark imagination, develop resilience, and cultivate a sense of purpose in every learner.

As we welcome new educators and staff into our school, we are seeking individuals who are not only skilled and passionate, but also compassionate and collaborative. People who believe in the power of education to transform lives. People who will walk alongside our students, guiding them with integrity and inspiration.

If you feel called to be part of something meaningful—something that truly makes a difference—we would love to hear from you. Bishop Druitt College isn't just a workplace. It's a community, a calling, and a chance to leave a lasting legacy in the lives of the young people we serve.

Let's shape the future together—with courage, heart, and hope.

Darrundang

Yaari Yarrang

Mr Simon Doyle

Principal





The Bishop Druitt College Way has five tenets:

- 1 Prioritise Wellbeing
- 2 Empower For Life
- 3 Embrace Diversity
- 4 Pursue Excellence
- 5 Serve Our Community

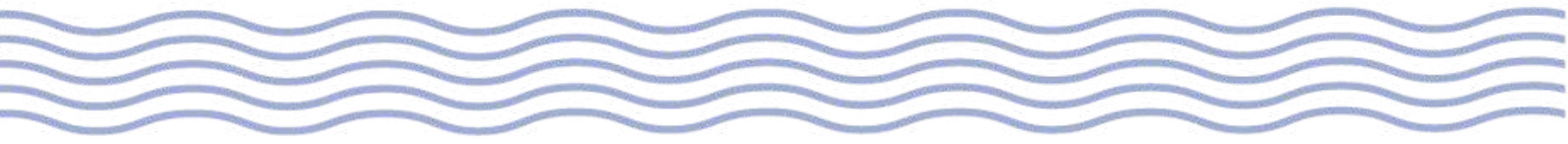
Bishop Druitt College upholds rigorous standards in all facets of daily college life, known as 'the Bishop Druitt Way.' This ethos fosters character development, community building, and the preparation of students for the global stage. It serves as the cornerstone of our school community, fostering enduring connections among its members through structured activities and personal relationships.

Embracing every aspect of college life, it prioritises the holistic wellbeing and growth of each individual within the community. These principles form the bedrock of Bishop Druitt College's vision, reinforced by our core values of mutual respect, integrity, inclusivity, courage, justice, and generosity of spirit.

Vision Statement:

Bishop Druitt College was founded on the pursuit of excellence, with the vision of creating a premium K-12 independent educational experience for the children of the Mid North Coast of NSW.

At Bishop Druitt College, we see the balance between an outstanding academic environment and a safe and caring pastoral community as being the key to producing world-prepared citizens.



Position Title	Innovation & Professional Learning Coordinator *K-12 (focus staff PL, STEM, AI, BDC Badging)
Reporting to	Head of Secondary
Contract term/type	Full time teacher 4yr coordinator contract (including Level 1 allowance)
Details	0.40 FTE coordinator time allowance 0.60 FTE teaching
Industrial Agreement	Independent Schools (Teachers) Cooperative Multi-Enterprise Agreement 2025
Application due date	31st July 2025
Contact Information	Terri Fynch 02 6651 5644 ext 306 / hr@bdc.nsw.edu.au

Innovation & Professional Learning Coordinator



About us

At Bishop Druitt College, we aspire to be the leading K–12 College on the North Coast of New South Wales. Our mission is grounded in the Anglican tradition and driven by our values of compassion, resilience, inclusivity, and excellence. We foster a future-focused learning culture and aim to produce World Prepared graduates.

About our School

Our purpose is to transform the lives of every student every day, with the vision of Bishop Druitt College to be the foremost K to 12 College on the North Coast of New South Wales. It is the product of the vision of a community – to build a College with access to all who want their children to build positive character traits, achieve the highest standard of education and experience opportunities beyond the classroom and rites of passage into an evolving world.

Bishop Druitt College is founded on faith. The Anglican ethos is present in its caring philosophy and its concern to produce educated leadership. The College is a community College in the sense that its doors are open to all, whatever their personal belief system, as long as they are sympathetic to the College's Christian foundation.

Purpose of Role

The Innovation and Professional Learning Coordinator drives continuous improvement in teaching and learning across our K-12 campus. This role leads the strategic implementation of research-informed practices, focusing on ethical AI integration, technology adoption, and professional development to enhance student outcomes while reducing staff workload. The position includes a 0.60 FTE teaching component and requires occasional availability outside standard school hours.



Innovation & Professional Learning Coordinator



Key Responsibilities

Educational Innovation and Impact

- Lead implementation of evidence-based, innovative teaching practices across K-12
- Develop and prioritise AI tools and digital resources for ethical staff and student use
- Collaborate with Directors of Learning & Teaching on curriculum renewal and design thinking
- Support future-focused frameworks including Universal Design for Learning, Project-Based Learning, and Deep Learning
- Guide staff in data analysis (RAP, NAPLAN, HSC, PAT, formative assessments) to inform teaching practice
- Create comprehensive assessment guidelines for ethical AI use that meet NESA requirements
- Champion classroom strategies that improve engagement, equity, and excellence

Professional Learning Leadership

- Design and deliver strategic K-12 professional learning programs aligned with AITSL standards
- Facilitate weekly professional learning sessions, workshops, coaching, and mentoring
- Coordinate "Teams of Practice" focusing on literacy, formative assessment, and AI in education
- Track teacher engagement in external professional learning and accreditation processes
- Support early-career teachers through induction and growth planning
- Promote reflective practice through learning walks and peer observation protocols
- Develop AI competency frameworks and digital credentials (BDC Badging)
- Create and host termly learning nodes for external educators

Collaboration and Culture Building

- Work with Head of Secondary and Head of Primary to ensure K-12 alignment
- Foster growth-oriented culture encouraging innovation and shared learning
- Support Stage Coordinators and faculty leaders in building team capacity
- Partner with wellbeing, ICT, and curriculum leaders on whole-school programs
- Build networks with AISNSW, HICES, and external experts



Innovation & Professional Learning Coordinator



Operational and Strategic Responsibilities

- Develop annual Professional Learning Plan with Principal and Leadership Team
- Maintain accurate records for compliance and NESA registration
- Manage professional learning budget and resources
- Contribute to policy development for teaching practice and school improvement
- Review and implement technology solutions to reduce staff workload

Community Engagement

- Provide termly community workshops on entrepreneurship, innovation, and AI
- Create resource repository for ethical AI information
- Publish regular updates on trends and e-safety for families
- Develop podcasts and educational content
- Support digital badging integration across learning and teaching practices
- Ensure compliance with Office of the Children's Guardian requirements

Success Measures

- Improved staff and student understanding of ethical technology use
- Strategic professional learning program with clear capacity building outcomes
- Positive staff workload feedback through surveys
- Published assessment guidelines incorporating ethical AI use
- Comprehensive online safety program implementation
- Technology passport through digital credentials
- Regular publication of informative articles and resources
- Strong engagement survey data

Person Specification

Qualifications

- Evidence of teacher education studies at a recognised Australian university or tertiary institution or equivalent.
- Ability to be accredited to teach in NSW by the NSW Education Standards Authority (NESA).
- Current First Aid or CPR.



Innovation & Professional Learning Coordinator



Knowledge and skills

- Excellent communication and collaboration skills with a student first approach
- Excellent organisational skills with the ability to prioritise work, meet deadlines and work under pressure prioritising the needs of the College in consultation with Management
- Able to be flexible and respond to college administrative needs as they occur
- Model appropriate behaviour, dialogue, attention to detail, confidentiality, and professionalism
- Excellent oral and written communication skills
- Australian citizenship or permanent residency with work rights
- Demonstrated experience in educational innovation and professional learning
- Strong understanding of AI and digital technologies in educational contexts

Experience

- Demonstrated commitment to fostering and participating in a positive team environment including being flexible and adaptable to the changing needs of the team
- Demonstrated strong computer literacy with MAC and PC Applications (including but not limited to TASS, Complispace, Schoolbox, Google Apps, Microsoft Office, e-mail and internet).
- Experience with Design for Deep Learning framework (desirable)
- Knowledge of AITSL standards and teacher accreditation processes
- Background in curriculum development and assessment design (desirable)
- Experience in community engagement and stakeholder management (desirable)

Personal qualities

- Able to maintain and foster empathy and focus on win/win solutions.
- Develop and maintain strong stakeholder and customer relationships.
- Maintain high levels of personal Professionalism and Confidentiality and Supportive of the ethos of independent Anglican education

Other requirements

- Willing to attend appropriate professional development programs

Pre-employment checks

- Current NSW Working with Children's Check.

