

# ROLES RESPONSIBILITIES

## TEACHER MEMBER



### WHO CAN BE A TEACHER MEMBER?

A Teacher Member must be a teacher currently teaching at the school.

Teacher Members must be elected by their peers at a meeting held prior to the Annual General Meeting.

A School Body (Council | Board) must have at least one Teacher Member.

### TEACHER MEMBERS MUST

- Represent the views and voices of all teachers at the school.
- Be honest, respectful, and make decisions for the right reasons.
- Put the best interests of the school first, not personal or individual interests.
- Keep sensitive or confidential matters private.
- Never use their role to benefit themselves or others unfairly.
- Declare if they have a financial interest in the matter being discussed.
- Remove themselves from discussions or decisions where they have a financial conflict of interest.
- Follow the rules in the Constitution, the Education Act 2015 (NT), and relevant NT Government policies and directions.
- Hold, or be eligible to obtain, a Working with Children Clearance (Ochre Card).

### WHAT TEACHER MEMBERS DO?

- Develop the school's broad strategic direction and vision through the school's strategic planning process.
- Contribute to policies and help lead community conversations about key education issues and priorities.
- Ensure the school reflects and responds to the needs, values, and priorities of the local community.
- Oversee the school's annual budget by approving how funds are allocated and monitoring how they are used.
- Identify and advise on the school's physical needs, including buildings, equipment, and facilities.
- Oversee the maintenance and use of school buildings and grounds, including approving work and improvements with Department support when required.
- Approve community use of school facilities outside of school hours.
- Identify fundraising priorities, approve activities, and decide how raised funds are used.
- Decide whether to charge fees for optional materials, programs, or services outside the standard curriculum.
- Determine whether to seek voluntary contributions from families, including the purpose and amount.
- Employ School Support Staff, such as admin or grounds staff, in line with Department approval and the Fair Work Act 2009 (Cth).