TEACHING POSITIONS - 2017

RECRUITMENT APPLICANT INFORMATION PACK

Applicant Information Pack – November 2016

Approved by Board on 10 Nov 2016
INTRODUCTION TO BRINDABELLA CHRISTIAN COLLEGE, CANBERRA

VISION STATEMENT

The vision of Brindabella Christian College is to advance a community of Wisdom, Integrity, Service and Excellence.

BACKGROUND

Brindabella Christian College is a growing, non-denominational, independent co-educational Early Learning to Year 12 Christian school with two campuses in the Inner North and West Belconnen regions of Canberra. It enjoys a reputation of being ‘student centered’, with excellence in pastoral care. It is one of a few ‘mid fee’ independent schools in Canberra offering a fully integrated educational program.

For over thirty years Brindabella Christian College, formerly O’Connor Christian School, has provided a holistic approach to education based on Christian values and beliefs.

Beginning with 2 teachers and 29 students in 1980, Brindabella Christian College now covers two campuses in Charnwood and Lyneham with over 60 teachers and 850 students and 100 babies and children in the ELC’s. Our students are taught to pursue a life of wisdom, integrity, service and excellence in and through Christian Education. The Lyneham campus is currently the largest campus. It has 750 students K-Year 12, with an additional 80 children in the ELC. The Charnwood campus, located approximately 12km away, is a small school at present, mostly Kindergarten and Year 1 students with a composite class of Years 2, 3 and 4 (52 students in total). The Early Learning Centre (ELC) enjoys strong enrolments (80 children from 6 months to 4 years). Charnwood is likely to expand in the near future to include up to Year 6 and in the longer term to Year 12.

Preparing young people in a rapidly evolving world which can be volatile, uncertain, complex and ambiguous, demands that the significant adults in a young person’s life lead and learn alongside them with purpose, compassion and humility. The College seeks to actively influence the lives of a greater number of young people. It believes that the most authentic way of achieving access to those students is via the offer of a high quality education offer. This is the core business of Brindabella Christian College.

The College supports Christian families and those sympathetic to the Christian worldview to raise their children in a safe and caring environment. The school aims to partner with parents in the education of their children, supported by Christian staff.

The College is a member of Christian Schools Australia, and the Association of Independent Schools, ACT.

VALUES

As a Christian school we value –

Wisdom, Integrity, Service, and Excellence
MISSION

Brindabella Christian College will achieve its vision by:

- Offering a ‘high quality education’ with a Christian world view that encompasses traditional Academic, Arts and Culture, Languages (Mandarin), Sport, Social and Spiritual development
- Immersing God into the daily life of all students from ELC – Year 12
- Attracting, retaining and developing Christian staff of the highest calibre
- Increasing access to its model of Christian education through expansion of its geographic footprint and offer across Canberra
- Positively influencing the lives of others through education and community building

IMMUTABLE TENETS

Underpinning the Vision, Mission and Values are a set of tenets which Brindabella Christian College holds as sacrosanct. These are central to the identity and tradition of the school and will not be compromised under any circumstance. These include:

- Christian education where God is present in the daily life and work of the College
- Co-education from Early Learning to Year 12
- Service to others
- Non selective entry
- Individual focus on each student achieving their personal best
- Strong community connection

OPERATIONAL PHILOSOPHY OF THE SCHOOL

The core work of Brindabella Christian College is to provide to students a high quality education through a Christian worldview, from the infant developmental stage to the completion of the secondary years.

In order to achieve this, the College is aiming to review and improve academic programs, make changes to the organisational structure including staff appraisal and review and to improve professional development for staff, maintain pastoral care for students, and employ high quality staff to support the teaching and Christian philosophies of Brindabella Christian College and its future growth.

GOVERNANCE

Brindabella Christian College is governed by the Board of Directors. The Board has four (4) directors who are responsible for setting the strategic view, the schools’ policies, philosophy of the school and regulatory compliance.

Five committees are operated by the Board –

- Executive
- Finance Committee
- Governance and Risk Committee
• Futures and Resource Planning Committee
• Education Committee

The Principal, appointed by the Board, assumes overall responsibility for the day-to-day operation and management of the School.

The desire of Principal is to appoint several classroom teachers to commence in January 2017. All appointees are expected to contribute positively to the continuing improvement and quality of teaching and learning across the College consistent with the College’s strategic plan, vision, values, mission and tenets.

**Teaching Positions**

We are seeking exceptional people to join our School in the following ongoing classroom teacher positions. All positions are full-time with the exception of the Media and Digital Photography position.

**Lyneham Campus**

Maths Teacher – Years 7 - 12

Science Teacher (with ability to teach Physics) – Years 7 – 12

Food Technology – Years 5 -12

0.6 FTE Media and Digital Photography – Years 9 - 12

Primary School Teacher – Year 1

**Charnwood Campus**

Primary School Teacher – Year 1

Kindergarten Teacher

**Position Description / Responsibilities**

At Brindabella Christian College all staff are expected to support the strategic direction of College, its Board, staff, students and families. They will:

• support the Christian ethos of the College
• provide a stimulating learning environment, effective teaching and appropriate assessment
• implement the College’s 1 to 1 program by integrating ICT into the learning experiences of students in the classroom
• exhibit good classroom control which allows each child to learn unimpeded by others
• expect high standards of achievement commensurate with student ability
• maintain accurate, defensible reporting of each student's progress, within College policy
Teaching Positions - Applicant Information Pack

- ensure accurate student attendance records are maintained
- display proper care and use of College resources and facilities
- attend and participate in regular, relevant College meetings and activities
- engage in professional learning to support the learning goals of the College
- refer problems about students requiring follow-up to the appropriate staff member
- maintain registration as a teacher in the ACT with the Teacher Quality Institute
- comply with relevant legislative requirements, codes of ethics and conduct established by regulatory authorities and the College
- maintain professional reading and learning to ensure awareness of best practice
- perform other duties as required by the Principal.

Other Responsibilities

Teaching staff will also be expected to:

- Actively participate in professional development activities
- Liaise with students and parents
- Actively support the Christian ethos of a Christian School
- Willingly take on other duties as required

Appraisal / Review Conditions

All teaching staff will undertake regular performance appraisals at the end of each semester conducted by a review panel.

Essential Selection Criteria

Qualifications, Knowledge and Experience Required

- Teaching qualification recognised by the ACT Department of Education
- A current Working with Vulnerable People Clearance
- TQI registration
- Senior First Aid Certificate

Faith Basis of Employment

- Demonstrated ability to ensure that the Biblical World view is integrated into the curriculum and teaching based on the infallible Word of God

- Act consistently with the Christian content within the ‘Faith Basis of Employment’ and the ‘Lifestyle Agreement and Intention to Continue’ statements within the College letter of offer and the Multi-Enterprise Agreement (all documents are available from the School’s website)

Personal Skills and Attributes

- Active participation in a church community
- A passion for teaching
- A sense of trust and honesty
- Energy, enthusiasm and a willingness to grow
- Team spirit and loyalty
- Excellent time management skills
- Excellent communication skills both written and verbal
- Can work well independently and as part of a team

**TERMS OF APPOINTMENT**

The remuneration package includes an attractive annual salary commensurate with the applicant’s qualifications and experience. Consideration will be given to special superannuation arrangements and salary packaging.

There will be an annual review of remuneration and regular performance based appraisal (see page 4) on agreed criteria. These appointments are full-time and on-going with a 6 month probationary period. After the probationary period the contract may be terminated by either party by giving a full school term’s notice.

It is envisaged that appointees will be able to take up their positions by 23 January 2017 in readiness for the commencement of Term 1, 2017.

The School reserves the right to fill the position by invitation or to re-advertise the positions.

**OTHER DOCUMENTS**

Please note that the following documents are available on the School website for your reference:

1. Faith Basis of Employment Statement
2. Lifestyle Agreement and Intention to Continue Statement
3. Multi Enterprise Agreement

**APPLICATIONS**

Applicants for the advertised teaching positions at Brindabella Christian College are required to include in their application the following:

1. Full name
2. Academic and professional qualifications
3. Religious affiliation and any church activities
4. Broad details of past and current teaching experience with particular reference to areas and/or subjects of special interest
5. Other activities, interests and pursuits
6. Address to the stated selection criteria
7. The names, addresses and telephone numbers of three (3) referees from whom the selection panel may seek confidential information
8. Other personal information at the applicant’s discretion
Specific Position Enquiries (not lodgement) to:

Mr Bruce Handley, Principal, Brindabella Christian College Phone: +61 (2) 6247 4644

Lodgement of Applications

Applications should be marked CONFIDENTIAL and addressed to:

Mr Bruce Handley, Principal
Brindabella Christian College
C/- Progressive Training (WA) Pty Ltd
PO Box 1854
GERALDTON WA 6530

Applications can be posted as per the address above or lodged electronically by email to:
ceo@progressivetraining.com.au

Closing Date

Applications must be received in full before 5.00pm Western Standard Time on Monday 5 December 2016. Interviews are expected to be held on Monday 12 December 2016.