

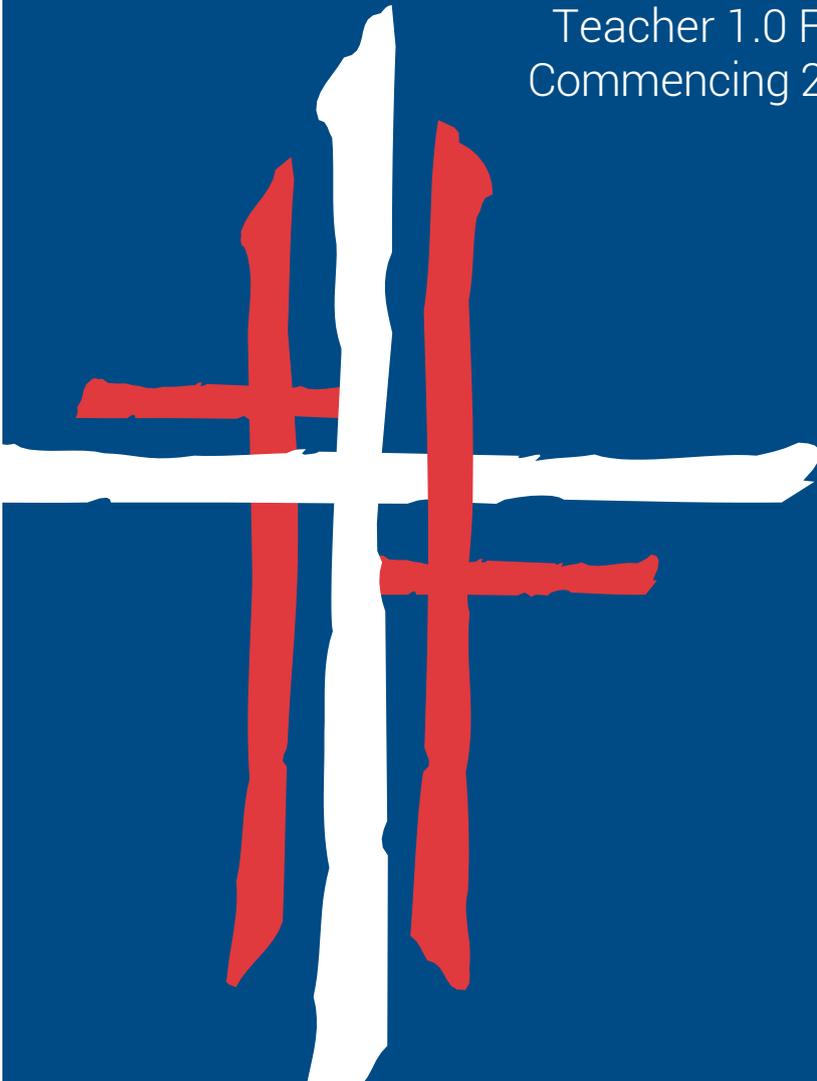


EMPLOYMENT PACK

Graduate Teacher

Secondary English with a Second Subject

Teacher 1.0 FTE
Commencing 2023





WELCOME

Thank you for *your* interest in joining us!

Charlton Christian College commenced in 1998 and is located on 12 hectares of bushland in the heart of beautiful Lake Macquarie.

The College has 720 students from Kindergarten to Year 12 and operates in three sub-schools:

- Junior School (K-4)
- Middle School (5-8)
- Senior School (9-12)

Charlton is part of the ministry of the Christian Education Foundation (CEF), a non-profit company. The School Board is made up of the CEF Directors.

The College was established as a school primarily for children of Christian homes and we actively promote Christian faith and values. However, as the College expanded, we now operate under an open enrolment policy with a large proportion of College parents having little or no church background.

Our parents want their children to be taught values in a Christian faith community according to our 'Statement of Faith' and are happy for the gospel of Jesus to be shared openly. We believe we have a special ministry of care and evangelism to these families.

Our vision is to provide affordable Christian education which develops all students in a Godly way towards a perceptive, critical and compassionate understanding of the society in which we live. This vision is summed up in our College Motto, **Equipping for Life.**

We believe that as our College fulfils its task of equipping and preparing students for life and especially for eternity, they will have a significant impact for the Kingdom of God in their families and their community.

It is central to the Foundation's employment policy that each member of staff has a personal faith in Jesus Christ and are active disciples, participating wholeheartedly in a local Church community. The staff of the College are its greatest asset and we have the privilege of partnering with parents in both educating and raising their children.

Our call to teach and influence students is indeed a high one and we invite you to consider *joining* our team.



Mark Ash
Principal

Employing committed *Christians*
who have a PERSONAL CONVICTION
FOR POINTING CHILDREN TO JESUS THROUGH TEACHING

GRADUATE TEACHER PROGRAM

Charlton's graduate program is designed to nurture a graduate's potential and build their capacity within an innovative and professional team.

You will work in a dynamic learning-centred school with a highly supportive staff to learn from and share with.

Our Graduate Teachers Program offers:

1. Reduced load and programming support – to allow time to grow their skills and knowledge and assistance with curriculum programming
2. Subject area mentoring
3. Professional learning and support– Access to increased funding for Professional Learning to support their development and hands-on support from experienced leaders in learning, assessment, student well-being and classroom management
4. Financial support for relocation expenses beyond 100km from the College

In addition to the benefits above, all employees receive

1. attractive salary packaging arrangements
2. school fee concessions
3. extensive on-site NESA Registered Professional Development
4. access to employee Assistance Program and annual influenza vaccinations

We hope to help you have a great start to your professional life in Christian Schooling!

THE POSITION

THE ROLE

Secondary English Teacher with a second teaching area
Full Time Ongoing commencing 2023.

REPORTING RELATIONSHIP

Responsible to KLA leader and the Head of Senior.

KEY RESPONSIBILITIES

To develop and implement curriculum, teaching, learning and assessment from NSW Syllabuses in English, and a second subject area from a Christian perspective and to care for, support and develop character in our students in partnership with colleagues and families.

HOW TO APPLY

- Complete **Application for Employment** form. Download from www.charlton.nsw.edu.au/employment
 - Generate **Cover Letter** which;
 - Addresses the Selection Criteria
 - Provides examples of actual work/participation in the relevant activity
 - Submit **Resume** including;
 - Education Qualifications (major and subjects studied) & Institution
 - Relevant work history
 - Employers names, addresses, positions held, time in each position, major duties, responsibilities
 - **NSW Teachers' Registration Number** (if applicable)
-
- Applications close 8:00 am **21 September 2022**
 - Submit application via email to [Estelle Swartz](mailto:Estelle.Swartz@charlton.nsw.edu.au), Executive Assistant.

SELECTION CRITERIA

ALL POSITIONS

- Be a committed Christian and an active member of a Christian Church, with a strong passion for Christian community.
- Be a team-player and work collegially and effectively with colleagues.
- Demonstrate high-level communication and interpersonal skills.
- Participate fully in supporting the Christian Ethos of the College, with a willingness to contribute to its academic, pastoral and co-curricular life.
- Have a strong commitment to own ongoing professional learning and improvement.
- Have a current Working with Children's Check.

TEACHERS

- Be a qualified and have knowledge and understanding of NESAs syllabus documents
- Be an effective practitioner for your stage of development, demonstrating the ability to effectively implement teaching programs in the required fields and cater for student differences.
- Demonstrate skill and understanding in differentiating the curriculum and making adjustments to cater for a wide range of learning needs and ability levels.
- Demonstrate competence in the assessment of student learning against the NESAs K-10 A-E Performance Standards.
- Utilise a variety of proactive and reactive management techniques to establish a safe, settled and supportive learning environment where children are nurtured to reach their God-given potential.
- Work in partnership with staff and parents to ensure that students are well supported academically, emotionally, socially and spiritually, at their stage of development.
- Demonstrate experience with the use of ICT equipment and systems, to provide meaningful integration of digital.

SELECTION PROCESS

ACKNOWLEDGEMENT

You will receive an email acknowledging your application.

SHORTLISTING & RECRUITMENT PROCESS

Short-listing will be undertaken by members of a selection panel. All applicants will be notified of the selection panels' decisions within two weeks of the closing date. Only short-listed applicants will be interviewed. The interview will consist of a series of questions based on determining the capacity of the applicants to undertake the role description. Applicants will be given the opportunity to explain and expand on the information provided in their application.

Applicants may be required to give examples of how they would handle case scenario situations.

Short-listed applicants for teaching positions may be required to undertake a "guest teacher" lesson at the College and be observed in the classroom by the panel members.

REFERENCE CHECKS

Reference checks are undertaken. A member of the selection panel will discuss your application with one or more of your nominated referees. The school also reserves the right to consult with other persons who may have knowledge of your experience. This is at the discretion of the Chair of the selection panel.

NOTIFICATION

All applicants will be notified of the outcome of the interviews and unsuccessful applicants may, at the discretion of the panel, obtain feedback on their application and interview by contacting the selection panel.



43 Fassifern Road Fassifern NSW 2283
www.charlton.nsw.edu.au