

**Application for Employment**

# Assistant Principal

Name of Applicant

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The mission of Whitsunday Christian College is to provide Christ-centred schooling in an atmosphere of love, respect, peace and discipline which will encourage students to achieve their full potential for God. We desire all students develop a personal relationship with God.

The ethos, aims and objectives of the College are based on

* The acceptance of the Lordship of Jesus Christ
* The acceptance of the Bible as the revealed word of God

It is a requirement of our College that all employed persons adhere to the beliefs expressed in our *Statement of Faith*. All staff are required to be disciples of Jesus which will involve modelling Godly behaviours, sharing a life of faith and encouraging the Whitsundays Community in their journey of faith.

The effective operation of the College requires two sectors working together. The Assistant Principal in partnership with the principal supervises both sectors.

* **Teaching** – teachers and teacher aides
* **General staff** – these personnel support the effective teaching and learning at Whitsundays

Effective Teaching and Learning occurs when:

* *Curriculum* is properly developed, documented, delivered and reviewed,and
* *Character Development* is a priority.

The General Staff sector comprises two teams working collaboratively:

* The *Support Services* Team - includes the Bus Service, Property Services & ICT Services staff
* The *Administration* Team

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| **Personal Particulars** |
| Name: |
| Address: *Suburb P’code* |
| Email Address: |
| Phone Number(s): M H |
| Marital Status: |
| Nationality: |

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| **Summarise your leadership experiences:** |
| ¨ Training staff \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_¨ Curriculum Coordination \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_¨ Character Development \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_¨ Welfare support \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_¨ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

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| **Summarise your teaching experience:** |
| ¨ Curriculum area/s of strength \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_¨ Lower Primary (years’ experience \_\_\_\_) ¨ Upper Primary (years’ experience \_\_\_\_) ¨ Junior Secondary (years’ experience \_\_\_\_) ¨ Senior Secondary (years’ experience \_\_\_\_)  |

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| **Using AITSL standards, provide an assessment of your competence.**  |
| 1. Know students and how they learn \_\_\_\_\_\_\_\_\_\_\_
2. Know the content and how to teach it \_\_\_\_\_\_\_\_\_\_\_
3. Plan for and implement effective teaching and learning \_\_\_\_\_\_\_\_\_\_\_
4. Create & maintain safe and supportive learning environments \_\_\_\_\_\_\_\_\_\_\_
5. Assess, report and provide feedback on student learning \_\_\_\_\_\_\_\_\_\_\_
6. Engage in Professional learning \_\_\_\_\_\_\_\_\_\_\_
7. Engage professionally with colleagues, parents/carers & community \_\_\_\_\_\_\_\_\_\_
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| Tertiary Education Qualifications |
| *College/University Degree* | *Institution* | *Start* | *Finish* |
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| Teacher Regn No: Yrs of Teaching Experience (Completed):  |

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| **Personal Development**  |
| *Detail other qualifications not mentioned in the previous table as an attachment. A print out from the QCT records will suffice. This will include key professional development courses, special qualifications, professional memberships, etc* |
| Qualification / Course | Yr of Course |
|  |  |
| Hours Spent in Professional Development Activities Last Year | HRS =  |

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| Employment History |
| *Organisation* | *From* | *To* | *Key Responsibilities* |
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We require at least one referee in each category below:

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| **Professional Referees** |
| *Name* | *Contact Details* |
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| **Personal Referees** |
| *Name* | *Contact Details* |
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| **Church Referees** |
| *Name* | *Contact Details* |
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In forwarding the names of referees, you are acknowledging that Whitsunday Christian College only holds personal information for the purpose of the job application. You acknowledge that we will do any relevant reference checks and obtain relevant information from past employers and/or other parties you provide particulars for. This will be done in an ethical and legal manner.

I understand that in providing this employment application I agree to the following:

1. That the information contained in this application is true and that should I be successful for the position, my appointment would be on the basis that the information contained in my application is correct and true.
2. To support the College’s Statement of Faith (page 8) in every way and to uphold its principles to the students and other members of our college community.
3. I am able to fully satisfy the Staff Lifestyle Requirement (page 7) as specified in Section 2.3 of Our College Collective Employment Agreement. Part of the information in the EBA is reproduced below:

“2.3.1 The Employer bases its teachings and beliefs on the Bible, both Old and New Testaments, which it regards as the inspired and inerrant Word of God. These teachings are expounded in many of the public and internal documents of the schools and are available to staff as part of their appointment process. These documents inform our understanding of the lifestyle values which staff who work in the schools are required (subject to the provisions of the *Anti-Discrimination Act 1991* (The Act)) to respect and maintain at all times, and should be understood as source documents, defining our doctrines, tenets, beliefs or teachings. The Parties agree that every employee at the schools, through their calling to serve, plays a significant role in the day to day functions of the school, and in the ministry of the Christian church and the gospel.”

…………………………………….. ………………………………

Signature Date

Please comment in each of the categories following. (Limit each response to 300 words)

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| Christian Faith 1*Describe an experience with God that has significantly influenced you.* |
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| Christian Faith 2*Provide an explanation of your understanding of God’s Grace.* |
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| Christian Faith 3*What is your understanding of teaching from a Christian world view?* |
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| Instructional Ability (A)*Describe a curriculum / welfare project organised by you that involved training / re-educating staff. Outline the challenges, the processes employed and the successes experienced.*  |
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| Instructional Ability (B)*Describe a curriculum / welfare project organised by you for the benefit of students. Outline the challenges, how you engaged staff in the process and the outcomes achieved.*  |
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| Pastoral Care*Describe the process you use to assist staff who are seeking to help a young person understand Gods plan for them?*  |
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| Student Management*What is the relationship between effective behaviour management and God’s grace? Describe the processes you utilise to achieve consistency and remain true to Gods character.* |
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| Interpersonal Skills*A teacher seems to be treating a child unfairly? The mother of the child has expressed her concerns to you as well? What will you do?* |
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| Organisation skills / Ability to complete responsibilities as asked*Provide an example of your organisational skills and your ability to keep to schedules and deadlines.* |
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| **Self-Education***How do you decide what training you need? How do you assist staff in setting and attaining training targets?* |
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| Personal Strengths*Describe any personal attributes / skills which you have which may be relevant to the position.* |
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| Special Interests*Comment on the things in life which you are passionate about, your extracurricular interests, etc.* |
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INHERENT REQUIREMENTS

Whitsundays is a ministry of Christian Community Ministries Ltd and as such has a deliberate and purposeful role in providing Christian education which models Christian living principles to students. This involves having a heart for the mission of our College as well as having a lifestyle which promotes virtuous Christian living principles.

Lifestyle Requirement

Our College Collective Employment Agreement states “It is a genuine occupational requirement (subject to the provisions of the Anti-Discrimination Act 1991) of Christian Community Ministries that, consistent with the Act, staff members must not act in a way that they know, or ought reasonably to know, is contrary to the religious beliefs of Christian Community Ministries. Nothing in their deliberate conduct should be incompatible with the intrinsic character of their position, especially, but not only, in relation to the expression of human sexuality through heterosexual, monogamous relationships, expressed intimately through marriage.”

¨ I agree to abide by this requirement

Church Requirement

Our College Collective Employment Agreement states “Staff are required to regularly and frequently attend a Christian church and to support relevant Staff Devotions and Staff Worship Services.”

 ¨ I agree to abide by this requirement

 …………………………………….. ………………………………

 Signature Date

**STATEMENT OF FAITH**

We believe the Bible as originally given by God is divinely inspired, infallible, and entirely trustworthy, and is the supreme authority in all matters of faith and conduct, from which we can know that:

1. **God**: There is one true eternal creator God — Father, Son and Holy Spirit.
2. **Creation**: God created all things, making man and woman in His own image and for relationship with Him.
3. **Sin**: Sin entered into the world through human disobedience following the rebellion of Satan against God.
4. **Christ**: The Son, Christ Jesus, was born of a virgin and lived as a sinless man. Out of the abundance of God’s love the Father gave His only Son, Jesus Christ, to die to save all people from sin. Christ rose from the grave defeating the power of sin.
5. **Salvation**: The death and resurrection of Christ brings salvation by grace through faith to those who repent, seek forgiveness, and believe in Him.
6. **Spirit**: The Holy Spirit, following Jesus’ return to His Father in heaven, lives within those who have salvation as a comforter and guide; guaranteeing their eternal hope.
7. **Life**: Those who trust in Jesus as their Lord and Saviour are called to live a transformed life and as such we have the responsibility to:
	1. Encourage other Christians through meeting together for worship and fellowship;
	2. Uphold moral directives and ethical values contained in the Bible as expressed within the context of their personal life, their marriage life (the covenantal relationship of one man and one woman), and their relationships with others;
	3. Share the good news to all the world;
	4. Be active in expressing God’s love through social justice.
8. **Eternity**: Jesus is the only way to a relationship with God. Those who have received salvation have eternal life as joint heirs with Christ. Those who do not believe in Christ are separated from God for eternity.
9. **Return and New Creation**: Christ will return as Lord to the earth and everyone will see him. There will be a new heaven and a new earth.
10. **Marriage**: Marriage has been divinely established by God and affirmed by Jesus as the voluntary, lifelong union of one man and one woman to the exclusion of all others. Marriage is a symbolic representation of the nature of God’s love for us and for His church, anticipating His union with the believers in eternity.

*Genesis 1:27; Genesis 2:18-25; Matthew 19:4-6; Ephesians 5:22-33; Revelation 19: 6-9.*

1. **Sexuality**: Marriage is the only context in which human sexuality is to be expressed and in which sexual intimacy is to be experienced. The Bible teaches that sexual behaviour is to be limited to monogamous, heterosexual, married couples and that believers are to abstain from sexual immorality.
*Genesis 1:26-28; Genesis 2:18-25; Exodus 20:14; Leviticus 18:22; Matthew 5:27-28;  Matthew 15:18-20; Acts 15:20; Romans 1:20-32; 1 Corinthians 6:9-20; 1 Corinthians 7:2; 1 Timothy 1:10; Hebrews 13:4.*
2. **Gender Identity**:  The two distinct, complementary genders (sexes) of male and female together reflect the image and nature of God (Genesis 1:26-27). The Bible ties gender identity to biological sex (Genesis 1:27; Genesis 2:22-24) and does not make a distinction between the two. God’s intended best for humankind is that we live our lives in accordance with our biological sex. According to Scripture, our gender identity is to align with our biological sex, as designed by God. The determination of biological sex commences in the womb and is recognised at birth (Genesis 1:27; Genesis 5:1-2; Psalm 139:13-14; Mark 10:6). We therefore acknowledge the biological sex of a person as recognised at birth and require practices consistent with that sex.
*Genesis 1:26-27; Genesis 2:22-24; Genesis 3:21; Genesis 5:1-2; Psalm 139:1-5 and 13-16; Matthew 19:4-5; Mark 10:6-7.*
3. **Christian Character and the Appearance of Sin**: Acknowledgement of our sin and acceptance of the loving grace of God will lead to purity and holiness as the Holy Spirit's work enables the believer to demonstrate the character of the perfect man, Jesus Christ. The Bible exhorts us to pursue godliness and to model Biblical standards of behaviour to our peers and the wider society in both word and deed. It also calls Christian believers to abstain from all appearance of evil and to be active members of a local Church and meet together regularly as a body so that we may encourage one another.
*Leviticus 20:22-26; Deuteronomy 6:25; Psalm 133:1; Matthew 5:16; Acts 2:46; 1 Corinthians 14:26; Philippians 2:12-16; 1 Thessalonians 5:22; Titus 2:10-14; Hebrews 10:25; 1 Peter 1:13-16; 2 Peter 3:11-14; 1 John 1:5-10.*

Please forward your completed form and any additional material you think would assist us in making a decision to:

The Principal

Whitsunday Christian College

mark.ogilvie@whitsunday.qld.edu.au