

Parent Partnership

Christian Discipleship

Academic Growth



## Casual Teachers

OCS is seeking casual teachers to join our teaching team. We are looking for dedicated Christian teachers with flexibility and a love for their craft.

The successful applicant will be an active member of a Christian church, possess a passion for Christian Education, and will be willing to support the mission and vision of Orange Christian School.

NESA teacher registration and WWCC required.

Enquiries: Jaimie Honeysett (02) 6362 7258

Interested applicants should scroll down and fill out the application form [and email to Jaimie at ocs@ocs.nsw.edu.au,](#) or call (02) 6362 7258 for more information.



# Orange Christian School

Teaching Children - Growing Leaders

## ORANGE CHRISTIAN SCHOOL – POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>CASUAL TEACHER</b>
<b>REPORTS TO:</b>	<b>COORDINATOR OF EDUCATION OPERATIONS AND HEAD OF SCHOOL</b>

---

Orange Christian School (the School) is a Prep to Year 12 School and this position needs to be supportive of the Prep to Year 12 context of the school. The School culture is one of close collaboration across the school. The vision of the School is:

*“To raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God.”*

Each staff member is to be active in promoting this vision through their role within the school.

### **ROLE PURPOSE**

A Teacher is responsible for implementing the vision and mission of OCS within the context of the classroom where applicable and in other areas of the school in which the teacher works. They are to show Godly leadership to the students, expressing an outworking of their faith not only in the way in which they relate to staff, students and parents, but all the other interactions they have in their capacity of teacher.

A Teacher should strive to understand the duties that they are asked to perform, from a Christian perspective, in a way that supports the ethos of the school as detailed in our Statement of Faith.

### **INVOLVEMENT IN THE LIFE OF THE SCHOOL**

This will involve:

1. attendance at staff meetings and professional development days as required.
2. involvement in school events as required. For example, incursions and excursions
3. participation in staff devotions (voluntary)

## **1 PERSONAL ATTRIBUTES**

The Teacher shall:

1. be a Christian who is striving to live a life in accordance with God's word which is evident in the way they live.
2. be willing and able to share their faith and how it impacts on their role within the School.
3. be an active member of a church community.
4. understand that their conduct should be above reproach at all times as they are a role-model to all members of the school community.
5. show a commitment to and understanding of the Prep to Year 12 school context.
6. be supportive of the School's vision, mission and values which drives the School.

## **2 GENERAL RESPONSIBILITIES**

### **TEACHERS KNOW THEIR SUBJECT CONTENT AND HOW TO TEACH THAT CONTENT TO THEIR STUDENTS**

1. A passion for teaching. A love and desire to be in the classroom.
2. A teacher will see their profession as a way to broaden student understanding about God, His created world, and their role in it as they learn and seek to serve others with the gifts and opportunities they have been given.
3. A desire to produce innovative and differentiated lessons to engage student interests as required.

### **TEACHERS KNOW THEIR STUDENTS AND HOW THEY LEARN**

1. The ideal teacher will see their students as children of God. This will encourage them to treat students with respect and dignity always seeking the students' greater good.
2. Teachers will maintain a positive, encouraging and supportive classroom atmosphere. If students know that you care they will often respond better to discipline, correction and guidance.
3. Teachers will desire to maintain a professional, friendly relationship with students. Maintaining an approachable relationship but not an intrusive one in student's lives.

### **TEACHERS PLAN, ASSESS AND REPORT FOR EFFECTIVE ACADEMIC AND SOCIAL LEARNING**

1. Teachers maintain accurate and up to date records as relevant to the classroom teacher for any follow up.

### **TEACHERS COMMUNICATE EFFECTIVELY WITH THEIR STUDENTS AND OTHER STAFF**

1. Teachers set high expectations of students with regard to academics and behaviour.
2. Teachers provide meaningful feedback on assessment tasks in a short time frame as required.
3. Teachers are willing to discuss issues with students, parents and staff in a timely manner, usually going through the Heads of School.

4. Teachers will be actively involved in meetings and committees to further develop all aspects of the school context as required.

#### **TEACHERS CREATE AND MAINTAIN SAFE AND CHALLENGING LEARNING ENVIRONMENTS THROUGH THE USE OF CLASSROOM MANAGEMENT SKILLS**

1. Teachers take care with the infrastructure of the classroom. Maintaining a safe working environment.
2. Teachers provide discipline and encouragement in equal measure. They avoid yelling and derogatory comments as these are harmful to student wellbeing.
3. Teachers hold the authority in their classroom. This is achieved with high expectations and firm guidelines about student behaviour and attitudes. A consistent approach is necessary to ensure that students feel they are on firm ground.
4. Teachers set and maintain routines within the classroom regarding academics and behaviour.

#### **TEACHERS CONTINUALLY IMPROVE THEIR PROFESSIONAL KNOWLEDGE AND PRACTICE**

1. Teachers will undertake professional development opportunities to network with other teachers and be challenged to grow professional as a Christian and an educator as required.
2. Teachers will seek out further opportunities to read widely or grow professionally – some of which may be in their own time.

#### **TEACHERS ARE ACTIVELY ENGAGED MEMBERS OF THEIR PROFESSION AND THE WIDER COMMUNITY**

1. Teachers are active participants in school life, recognising the extra-curricular activities that are available in which they can engage and use their gifts, passions and hobbies.
2. Teachers recognise that their role is to provide a varied and challenging learning environment for our students, seeking out new ways to inspire and challenge them in their educational and spiritual endeavours.

### **3 PROFESSIONAL DEVELOPMENT**

The Teacher shall:

1. undertake any reasonable recommended professional development provided by the School as directed by the Principal, where the professional development is provided within the normal hours of work.

### **4 STAFF**

The Teacher shall:

1. seek to maintain positive, encouraging and supportive relationships with the staff with whom they work.

2. develop positive channels of communication to ensure smooth operations and a healthy team environment.
3. ensure that equipment is respected and maintained to an optimal level of safety.

## **5 ACCOUNTABILITY**

The Teacher shall:

1. report directly to the Head of School.
2. provide any information to the Principal / Head of School as and when required.



# Orange Christian School

## Prep to Year 12

*VISION: To raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God*

## Employment Application Form

### Mandatory Requirements

---

Please return this form together with:

- Cover letter addressing requirements for the position
- Your resume
- Working With Children Check number
- Certified copies of relevant qualifications/ academic transcripts
- Any other supporting documentation
- NESA Teacher number + accreditation status (Teachers Only)

Statement of Service (required prior to employment offer - teacher's only)

Applicant's Name: .....

Position applied for: .....

- Full-time
- Part-time
- Casual

Thank you for your interest in applying for a position with Orange Christian School.

Please forward your completed Application + supporting documents to Jaimie Honeysett, Office Manager. **Email:** [ocs@ocs.nsw.edu.au](mailto:ocs@ocs.nsw.edu.au)

---

The Principal, Mr Yooie Choi

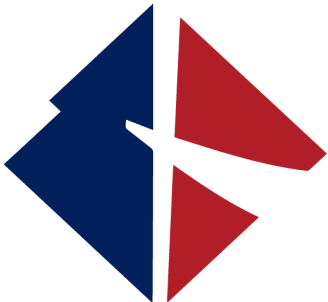
**Orange Christian Schools Ltd** 500 Cecil Road ORANGE NSW 2800

**Ph:** 02 6362 7258 **Fax:** 02 6362 7441 **email:** [ocs@ocs.nsw.edu.au](mailto:ocs@ocs.nsw.edu.au)

[www.ocs.nsw.edu.au](http://www.ocs.nsw.edu.au) A.C.N. 002 302 776 A.B.N. 50 002 302 776

Orange Christian School

Teaching Children - Growing Leaders



Please complete in BLOCK LETTERS

Questions marked with an asterisk (\*) are optional

<b>Title</b>	<input type="text"/>	<b>*Country of birth</b>	<input type="text"/>
<b>Surname</b>	<input type="text"/>	<b>*Nationality</b>	<input type="text"/>
<b>Given name/s</b>	<input type="text"/>	<b>*Aboriginality</b>	<input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Both Aboriginal and Torres Strait Islander <input type="checkbox"/> None
<b>Teachers only – NESAs number</b>	<input type="text"/>		
<b>Date of birth</b>	<input type="text"/>		
	<small>Required for verification of WWCC</small>		
<b>*Gender</b>	<input type="text"/>	<b>*Marital status</b>	<input type="text"/>
<b>*Children</b>	<input type="text" value="If you are considering enrolling your children at the school, into which year/s would they be enrolled?"/>		

<b>Street Address</b>	<input type="text"/>		
<b>Suburb</b>	<input type="text"/>	<b>Postcode</b>	<input type="text"/>
<b>State</b>	<input type="text"/>	<b>Postal Address, if different</b>	
<b>Phone</b>	<input type="text"/>	<input type="text"/>	
<b>Mobile</b>	<input type="text"/>		
<b>Email</b>	<input type="text"/>		

**CHILD SAFETY REQUIREMENTS** Please note: It is an offence under the *Child Protection (Working with Children) Act 2012 (NSW)* for a prohibited person to engage in 'child-related work'. All applicants are required to supply their Working With Children Check number for verification by the school prior to commencing work. Further details: [www.kidsguardian.nsw.gov.au](http://www.kidsguardian.nsw.gov.au)

**WWCC No.** \_\_\_\_\_ **Expiry Date** \_\_\_\_\_

**Have you ever been convicted of or investigated for child protection issues such as reportable conduct and/or crossing professional boundaries? If yes, please attach a separate document with all the details\***

Yes      No

**CHRISTIAN FAITH AND EXPERIENCE**

Church you attend: .....

How long have you attended: ..... Name of Pastor/Minister: .....

Outline your past and current involvement in church and/or Christian ministry:

Describe your habits regarding prayer and Bible study:

Please state, in a few words, your view of Scripture:

What is your motivation for working in a Christian School?



## CHRISTIAN FAITH AND EXPERIENCE

### *Additional Questions for Teaching Applicants Only*

Describe your approach to blending academic content with Biblical truth:

Describe your approach to creating a productive and effective classroom environment:

What values do you seek to model as a teacher?

Outline your experience in curriculum development:

## PERSONAL INFORMATION

### HEALTH INFORMATION

Do you have any pre-existing injury or health condition that may impact upon your ability to safely perform the inherent requirements of this position? Yes  No

If yes, please provide details:

Applicants who have a health condition are invited to discuss its relevance or otherwise to their prospects for employment.

### CONVICTIONS

Do you have any current convictions for any offences from any court, or are you currently the subject of any charge pending before any court? You do not need to give details of any conviction which you have had declared spent (Spent Convictions Act 1988) Yes  No

If yes, please provide details:

You will be given the opportunity to discuss the matter if it is considered relevant to an appointment decision.

### OTHER MATTERS

Are there any other facts, limitations or issues of which the school should be aware?

## QUALIFICATIONS

Please attach certified copies of your qualifications to this application.

YEAR	QUALIFICATION	SPECIALISATION	INSTITUTION

## EMPLOYMENT HISTORY

Please provide a brief description of relevant employment history

YEAR	EMPLOYER	POSITION & DUTIES

Please attach details of further training or skills that may be relevant to your application

Are you a member of any Professional Associations?    Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please list:
Skills/ competencies that you possess e.g. First Aid Certificate
Interests/ hobbies where you have special training or ability e.g. music
Community or service groups you are involved with

## REFEREES

Please include details for at least one referee for each category below.

Be aware that in processing your application the school shall contact your referees, including your immediate past employer in regard to any outstanding child protection or disciplinary matters.

### Character Referees (Friend or Colleague):

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

### Professional Referees (Principal [this is a requirement for teaching staff], Supervisor or Employer):

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

### Pastoral Referees:

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

## STATEMENT OF FAITH

### We believe:

1. That the bible alone is the inspired Word of God and the final authority for Christian belief and conduct.
2. There is one God, eternally existent in three persons, Father, Son and Holy Spirit, as sovereign Creator and Ruler of the universe.
3. In the Deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father and His personal return in power and glory.
4. In the actual existence of Satan who is the father of all evil and opposed to God, ultimately subject to the purposes of God and destined to be confined forever in hell.
5. Man by nature is sinful and salvation is obtained by faith in Jesus Christ alone and His atoning works.
6. New birth (regeneration) by the Holy Spirit is absolutely essential for salvation.
7. The Church, the indivisible body of Christ, bound together by the Holy Spirit consists only of those who are born again.
8. In the resurrection of the saved unto everlasting life and blessedness in Heaven and the resurrection of the unsaved into everlasting punishment.
9. In the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly obedient life and in the bestowing of the gifts of the Spirit and the manifesting of the fruit of the Spirit in the life of the believer.
10. In Christ's great commission to the church to go into all the world and preach the gospel to every creature baptising those who believe.
11. God commanded us to love one another as Christ loved us.

## DECLARATION

I declare that the information I have provided in this application is true in all respects. I acknowledge that any statement that is found to be false or deliberately misleading will make me, if employed, liable for dismissal.

I understand that if I am the preferred candidate for this position, screening processes shall be carried out to ascertain my suitability. I consent for such checks to be completed.

I believe in, and fully support, the Association's Statement of Faith (above), as well as school policies and educational goals.

Applicant's Name (print): ..... Date: .....

Signature.....

- In the event that my application is not successful, I agree to the school keeping it on file for up to six (6) months, should another position become available
- I DO NOT agree to the school keeping my application on file

## PRIVACY STATEMENT

Orange Christian School is subject to the Privacy and Personal Information Protection Act 1998. The information that you provide will be used for the purpose of assessing your application and, if successful, for administering your employment at the school. The information will be stored securely. For more information, see the school's Privacy Policy, and Standard Collection Notice, available on the school's website. If you have a concern or complaint about the way your personal information has been collected, used, or disclosed, please contact the school.