

## APPLICANT INFORMATION PACKAGE

### Introduction

Thank you for your interest in applying for the position of Teacher with St. John's Lutheran School, Kingaroy. Please read the following notes carefully. They are designed to assist you in applying for the position.

The teaching position available is for:

#### **(a) Secondary Teacher - English and HASS**

### The Organisation

St. John's Lutheran School is administered by the school council in accordance with the constitution and by-laws. The council consists of men and women who share the commitment of staff, give freely of their time to ensure the continued efficient and effective operation of the school.

St. John's Lutheran School is currently a Prep to Year 11 school and is very excited to be expanding into Year 12 in 2024. Following enrolment growth we seek applications from passionate, innovative educators.

St John's has a current enrolment of 520 students in Years Prep – 11. The school is located at 84 – 94 Ivy Street, Kingaroy. There is a Kindergarten located on site that operates a 5-day sessional programme.

### Mission

Our school community is committed to providing quality education which endeavours to prepare children for the future, in a caring, supportive Christian environment.

### Position

- The secondary teaching position is a full time contract commencing 1/1/2024 until 31/12/2024 with the possibility of extension in 2025 for the right applicant.
- The person/s must be registered or provisionally registered to teach in Queensland, with the Queensland College of Teachers.
- The person appointed will be responsible to and subject to the direction of the Principal for class allocations.

## **How to Apply**

Your application is a tool to assist you in selling yourself and your skills in an effort to gain an interview. Your suitability for the position will be initially assessed on the details provided in the application. Please include:-

- Cover Letter;
- Resume including Qualifications and Experience;
- Selection Criteria Responses.

## **Qualifications and Experience**

- 1.1 Registration with the Queensland College of Teachers.
- 1.2 Accreditation Status as described in the attached documentation from the Board for Lutheran Schools. (See additional information.)
- 1.3 Experience or qualifications
- 1.4 Church Affiliation.
- 1.5 First Aid qualifications if current.
- 1.6 The names and contact details (email and mobile) of three professional referees who could provide comments on your work performance in relation to the Key Selection Criteria and
- 1.7 Any other relevant supporting / pertinent information.

The applicant **must also address the Key Selection Criteria.**

Write your application so that the Selection Committee can fully appreciate your capabilities. This information should clearly demonstrate to the Selection Committee how you meet the Key Selection Criteria by drawing on your own experiences; The Selection Criteria is to be a maximum of 3 pages.

## **Selection Criteria**

### SC1: Support of Christian ethos

- Demonstrated skills that reflect an ability to support the Christian ethos of the school and on occasion lead worship time or devotions.
- Personal conduct is consistent with a Christian environment.

### SC2: Professional skills and responsibilities

- Professional skills that foster effective learning partnerships with students, parents and staff are demonstrated.
- This includes an effective and inclusive learning environment with a high standard of pastoral care for all students.
- Demonstrated understanding and implementation of restorative justice practices

SC 3: Curriculum skills and knowledge

- Demonstrated knowledge and skills of current educational practice including familiarity with current curriculum frameworks and the Australian Curriculum documents.
- An ability to use a range of assessment and evaluation techniques and report effectively is demonstrated.
- Use of technology in all curriculum areas is demonstrated in planning and effectively integrated
- Demonstrated understanding of inquiry approach to learning and development of higher order thinking skills

SC 4: Teamwork and relationships

- Demonstrated levels of flexibility, ability to work as part of a team and professionalism to work in a learning community
- Demonstrated high level of communication and interpersonal skills

**Applications should be marked Private and Confidential and mailed to:**

The Principal  
St John's Lutheran School  
84 – 94 Ivy Street  
KINGAROY Q 4610

or Email - [kbye@sjls.qld.edu.au](mailto:kbye@sjls.qld.edu.au)

Applications close on **Friday 6<sup>th</sup> October, 2023**

Receipt of applications will be acknowledged after this date.

**The Selection Process**

The selection process will include consideration of the applications, shortlisting, interviews and reference checks.

**Remuneration**

- Salary and conditions are subject to the Queensland Lutheran Schools Single Enterprise Agreement 2020 and The National Employment Standards.(NES)
- Evidence of qualifications and of years of experience will determine the appropriate level of remuneration.
- Wages will normally be paid fortnightly, on the same day as other staff.

**Further Information**

If you need more information or clarification of any part of these guidelines, please contact the school by phoning (07) 4162 3988 or email the Principal, Karyn Bjelke-Petersen [kbye@sjls.qld.edu.au](mailto:kbye@sjls.qld.edu.au)