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<https://www.emmanuel.qld.edu.au>

Emmanuel College ABN 71 010 563 256 CRICOS Provider No. 00789B

Employment Package

This is a contract role for Term 2,3 and 4 of 2021

A Senior School position to offer:

- Year 7 STEM
- Year 8 STEM and Social Innovation
- Year 9 Design & Technology
- Subject Coordinator leadership for 7 and 8 STEM
- After school sport

The successful applicants will demonstrate excellence in their field, be prepared to commit wholeheartedly to the values and ethos of the College. The selection criteria listed below will be critical to the selection process. Please address these criteria in detail. No more than half a page per criterion. Give examples of your previous experience in demonstrating these criteria.

How to Apply

1. **Address the Selection Criteria**, limiting your responses to no more than half a page per criterion. Applicants who do not address the Selection Criteria will not be considered.
2. **Complete the online Application Form**
3. **Attach a copy of your CV** and the response to Selection Criteria.
4. **Attach a Cover Letter**

Selection criteria are based on the essential requirements of the position and assess commitment, understanding, attributes, attitudes and values, particularly as they relate to students. They promote fair processes and equal opportunity, and set the standards which will be used to measure suitability. These standards will be fair, objective and measurable.

Five Selection Criteria

1 Qualifications and Experience

Possesses the relevant subject teaching qualifications. All Emmanuel College staff must hold a Blue Card. All teachers must be QCT registered prior to commencing employment.

2 Enthusiastic and student-centred approach to classroom learning

Ability to inspire innovative and creative outcomes for all students, and display excellent behaviour management skills. Be sure to use examples.

3 Conversant with the external academic authorities

Displays familiarity with current external examination methodology.

4 Time-management skills

Experience in capably conducting scheduled lessons within allocated timetable and managing time.

5 A firm commitment to a Christian Faith

You may include how you believe your faith would influence the way you perform in your role and interact/support the College community and colleagues

Applications close 9am on 5 March 2021

Shortlisted applicants will be contacted by 8 March 2021 for interviews in that same week.

Applications will be acknowledged via automated reply. Short-listing is undertaken by members of a selection panel. Only short-listed candidates will be interviewed. The interview will consist of a series of questions, based on determining the capacity of the applicant to undertake the position. Applicants will be given the opportunity to explain and expand upon the information provided in their application. All short-listed applicants will be notified of the outcome of the interview. Copies of qualifications and proof of identity will be required upon appointment.

Remuneration is in line with the Emmanuel College Collective Workplace Agreement. Emmanuel College pays 11.5% superannuation.

Please direct any enquiries to HR Officer, Emmanuel College at employment@emmanuel.qld.ed.au

Information Collection Process

In applying for this position, you will be providing Emmanuel College with personal information. If you provide us with personal information, for example your name and address or information contained on your resume, we will collect the information in order to assess your application. You agree that we may store this information for up to six months. The College may hold the personal information provided by you in paper copy and/or digitally. Safeguards are in place by way of locked storage and pass-worded access to computer records to prevent loss, unauthorised access, modification, misuse or disclosure. You may seek access to your personal information that we hold about you if your application is unsuccessful. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others. We will not disclose this information to a third party without your consent. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish, that the School does not usually disclose the information to third parties and that we may store their information for up to twelve weeks. The College is entitled to believe that all information provided or implied in an application for employment is accurate, genuine and not misleading. Qualifications declared or implied are expected to be genuine and must be supported by documentary evidence. Subsequent discovery of any fraudulent dealing, or intention to mislead, during the application or appointment process will provide sufficient grounds for immediate termination of contract, regardless of when that discovery may occur. We wish you all the best with your application!