



PETER CARNLEY
ANGLICAN COMMUNITY SCHOOL

Relief Teachers

We are currently looking for Relief Classroom Teachers at both our Wellard Campus and Calista Campus for Early Learning, Junior School and Senior School.

Applications should consist of the following:

A Resume addressing your experience relative to the Duty Statement responsibilities (attached).

Our School Employment Application Form (as found on our website).

Copies of relevant qualifications.

Proof of current TRBWA registration.

Proof of current Working With Children WA.

Proof of an Australian National Character Check.

Applicants must be supportive of the objectives and ethos of an Anglican education.

PCACS is a child-safe School and an Equal Opportunity Employer.

Applications close Friday 7 February 2025.

Applications are to be addressed to the Principal,
Ms Felicity House and submitted via Seek.



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RELIEF TEACHER

Peter Carnley Anglican Community School (PCACS) is a young and dynamic school, offering excellence in education for students from Pre Kindergarten to Year 12. We are committed to challenging and inspiring our students to be the best they can be, both for their journey through school and for life beyond our gates. Our specialised Early Learning Campus at Calista caters for Pre Kindergarten to Year 1 students, whilst our Wellard Campus caters for Year 2 to Year 12 students. PCACS is a School of The Anglican Schools Commission (Inc.)

Our Mission

To challenge and inspire a community of purposeful learners who are engaged, caring, connected and aspirational.

Our Vision

Peter Carnley Anglican Community School is an aspirational and purposeful community of learners, growing and striving together. Through pursuit of personal best, we engage in meaningful learning experiences, think critically and creatively and actively seek knowledge and new skills. Proudly part of the Anglican Schools Commission, we are a School where everyone is included, valued, respected and supported.

Our Values

The following core values are underpinned by the teachings of the Anglican Church, give meaning and purpose to our lives and guide us as we strive to achieve our Mission:

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| Spirituality | Exploring meaning and purpose in life through scripture, reason and tradition. |
| Excellence | Learning and growing with purpose, striving for personal best and encouraging others to do the same. |
| Respect | Acting with kindness, honesty and integrity. |
| Belonging | Nurturing positive relationships, welcoming everyone and celebrating difference. |

It is expected that all staff of PCACS are familiar with, and act in accordance with the *Staff Code of Conduct* and the requirements outlined in the *Staff Handbook*.



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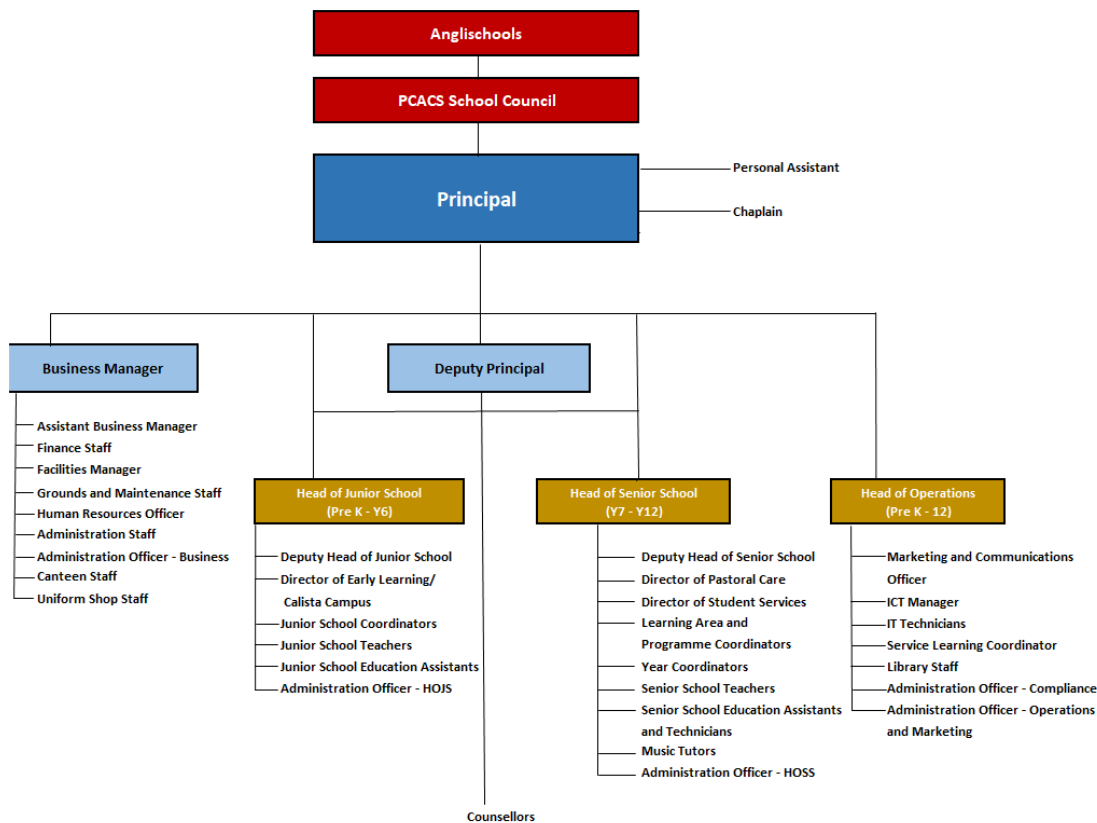
DUTY STATEMENT – RELIEF TEACHER

Junior School teachers report to the Principal through the Head of Junior School.
Senior School teachers report to the Principal through the Head of Senior School.

Position Description

Key Relationships: Principal, Head of Junior School, Head of Senior School, Staff, Parents, Students
Level / Award: In accordance with the prevailing Anglican Schools Commission Enterprise Bargaining Agreement

Peter Carnley Anglican Community School Organisational Chart



**PCACS recognises that Duty Statements are dynamic documents.
They may be reviewed annually or as required.**

RELIEF TEACHER

Responsibilities

Duties related to the position include, but are not limited to the following:

Curriculum Delivery / Facilitation

Teach classes as timetabled by the Head of Junior School and Head of Senior School using varied and effective strategies appropriate to the learning area and the ability levels of the students.

Apply appropriate classroom management strategies in order to provide a positive and effective learning environment.

Administration and Reporting

Perform extra duties as required, e.g. grounds duty.

Pastoral Care

Nurture Christian formation in the Anglican tradition and educational excellence in all students, inspiring them to reach their full potential as individuals and serving members of the wider community.

Demonstrate care and concern for the spiritual, emotional, social, physical and academic development of students.

Uphold and support the guidelines for student behaviour and dress as set out by the School.

Provide a caring environment supportive of the Christian ethos and liturgical activities of the School.

Relay concerns regarding particular students to the appropriate personnel – Coordinator, Director, Deputy Head of Sub School, Head of Sub School, or Principal - as appropriate in accordance with School procedures.

General Expectations

Actively support the mission and policies of the Anglican Schools Commission (Inc.) and Peter Carnley Anglican Community School as a Christian school in the Anglican tradition.

Attend and actively participate in Chapel Services conducted in the Anglican tradition.

Empathise with the School's commitment to offering a holistic education and be willing to make a valuable ingoing and flexible contribution to the delivery of this.

Openly, honestly and appropriately discuss work issues within the School context, while ensuring strict professional confidentiality when mixing with the general community.



Serve as good ambassadors of the School. This includes conducting oneself in accordance with the professional standards of the School, including being well-groomed and wearing appropriate professional attire.

Take an active part in the general life of the School - supporting policies, procedures, aims and objectives in order to facilitate the day-to-day operation and promote a high quality of education within the School.

Ensure all students and parents are provided with a quality service in a timely, efficient and friendly manner.

Maintain professional confidentiality concerning information about staff and / or students.

Remain abreast of current trends through participation in and contribution to professional development activities and relevant professional organisations.

Undertake and apply Workplace Health and Safety requirements.

Ensure that all documents are prepared and presented in accordance with the School's Writing Protocol.

Maintain Full or Provisional Registration currency with the Teacher Registration Board of Western Australia (TRBWA), and ensure the School is always provided with the appropriate documentation.

Maintain Working with Children currency, and ensure the School is always provided with the appropriate documentation.

Operation as a team player at all times and fully support the Principal, Executive Team and activities of the School.

Attributes

A Teacher at Peter Carnley Anglican Community School will be:

A person of initiative and drive, able to develop a sound learning environment.

A person whose educational and personal philosophies align with the mission and values of the School and the Anglican Schools Commission.

A teacher who understands and supports a focus on student centred learning, using appropriate teaching and learning strategies and technologies.

A teacher with proven achievement in the classroom.

A person of character whose words and actions inspire others.

Approachable, a good listener and an effective communicator.

A person of sound judgement who can make wise decisions.



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A person who exhibits an inclusive and open classroom management style.

Able to balance personal and professional life in a demanding position.

Able to exhibit good health, vitality and energy.