



The School

St Luke's Anglican School is one of Queensland's highest performing regional schools. Located in Bundaberg, Queensland, St Luke's is a co-educational day school, educating over 1000 students from Junior to Year 12. St Luke's has a strong reputation for academic excellence, fostering spirituality and the development of each student's full potential.

The School employs 125 full-time, part-time and casual staff, covering all School functions including academic, co-curricular, administration and support services. Professional development and wellbeing of the staff are both important to the culture of the School.

Position Vacant

Teacher – Primary School

Full Time - 12 month contract

19 January 2022 to 2 December 2022

Position Summary

St Luke's Anglican School seeks a qualified Primary School Teacher to join the School in delivering exceptional service to students, staff and parents.

Applicants should address the following criteria in their application

- SC1 Demonstrated successful teaching experience in a Primary School including knowledge of the appropriate Australian and QCAA Curriculums, with a proven history of contemporary and innovative teaching practices.
- SC2 Demonstrated ability to fulfil, in a professional manner, the tasks assigned including the planning of curriculum units, preparation of lessons, and the assessment and reporting of student performances.
- SC3 Demonstrated interest and support of co-curricular activities.
- SC4 Demonstrated energy and commitment with a strong work ethic, and excellent interpersonal and communication skills.

Competencies and Characteristics

Essential

- A demonstrated high achiever, who is a motivated and career orientated "self-starter" who can work effectively and exceed expectations with minimal supervision.
- Exhibits a positive outlook with exceptional interpersonal, written and verbal communication skills.
- Possesses high emotional intelligence, with a demonstrated ability to build authentic, collaborative and productive relationships with internal and external stakeholders including teachers, support staff, parents and students.
- Is a creative and critical thinker, who is curious, questioning and open to new possibilities.



- The desire and ability to communicate an infectious passion for St Luke's Anglican School, in and outside the School.
- Accountable for their work and their actions, and possesses a high concern for the quality of their own work, reflected in a high attention to accuracy and detail.
- Strong and effective organisational and time management skills.
- Ability to meet deadlines and coordinate multiple tasks.
- Ability to work effectively and efficiently under pressure.
- Possesses an ability and willingness to work collaboratively with other staff on a range of issues.
- Is a curious, excited and invigorated learner, who makes their own learning visible in a continuous and autonomous manner.
- An ability to actively support the School's ethos, vision and values.
- Demonstrates a high level of confidentiality, loyalty and discretion to deal with confidential information in a diplomatic manner.
- Present personally in a professional, confident, affable and diplomatic manner with a high level of grooming and deportment.

Desirable

Ability to navigate and use Google educational platforms

Education / Professional Qualifications

- Registration with the Queensland College of Teachers
- Current First Aid Certificate is desirable

Role Statement

The role statement for Teacher Primary School are available at www.stlukes.qld.edu.au.

Applying for the Position

Pre-employment checks form part of the appointment process and cover such matters as Student Protection, Workplace Health and Safety, School Procedures and Policies etc. Further information about these policies and procedures is available on the School's website. The St Luke's Anglican School Staff Recruitment and Selection Policy and the Staff Code of Conduct apply to this position.

Applicants should apply by submitting an application, which clearly provides details on each of the following:

- Provide a covering letter outlining your reason/s to apply for this position (a maximum of 500 words).
- The selection criteria (where required) must be addressed to be considered for the role. Please provide an account of your experiences and achievements for each selection criteria (a maximum of 3-4 pages)
- A copy of your resume including your educational qualifications relevant to the duties and selection criteria, relevant work and education history, as well as the name and contact details of three professional referees (a maximum of 3-4 pages).

Preferably, please submit your application via email to: employment@stlukes.qld.edu.au

Alternatively, you may post your application to:



The Principal
St Luke's Anglican School
4 Mezger Street
Bundaberg Qld 4670

Applications close at 10.00am on Monday 6 September 2021

Benefits and Culture

St Luke's Anglican School offers the opportunity to work with exceptional educators and staff, dedicated and passionate about enabling and empowering students to be the best they can be.

You will experience an innovative and creative teaching and learning culture, supported by your colleagues and the Executive Leadership Team and a commitment to your professional development.

Our staff enjoy a highly competitive remuneration package, discounts on school fees for children, park like grounds, modern facilities, free before and after school care during term time and a gymnasium.

The opportunity to enjoy the sub-tropical lifestyle and health benefits associated with living outside of a capital city.

Child Protection Statement of Commitment

Anglican Schools and Education & Care Services are committed to providing environments where children and young people receive the highest standard of care, where their rights are supported, and they have opportunity to thrive and be fruitful. Such environments nurture and safeguard the intelligence, dignity, safety and wellbeing of each child or young person, by placing them at the centre of thought, values and actions.

As reflected in our Ethos, our vocation is education, driven by a vision of humanity, shaped by the image of God made visible in Jesus, present in every human being.

- Every child: made in the image and likeness of God.
- Every child: loveable and loved, unique and unrepeatable.
- Outstanding education for the flourishing of people and the good of community.

Our faith is lived. We are hospitable and welcoming communities, who embody compassion, kindness, fairness, justice and love, and where exceptional pastoral care is practiced.

Working and serving the best interests of children and young people is in everyone's best interest. This is achieved through sustaining living and learning environments that are safe, supportive and stimulating. Specifically, we:

- place emphasis on genuine engagement with children and young people;
- create conditions that reduce the likelihood of harm to children and young people;
- create conditions that increase the likelihood of identifying harm where it exists; and
- respond swiftly and appropriately to any concerns, disclosures, allegations or suspicions.

This commitment is sought to be consistently reflected through the decisions and behaviour of all persons within the School or Service, who are guided by effective governance, policies, tools and processes. This fosters a child safe culture, where acting in children and young people's best interests is at the heart of what we do.

ROLE STATEMENT



St Luke's
anglican school

FAITH • PERFORMANCE • HONOUR

Teacher – Primary School

Position Summary

The role of a Primary School Teacher is to deliver exceptional service to students, staff and parents.

Key Responsibilities

- Take responsibility for the needs, safety and appropriate standards of behaviour and presentation of all students.
- Meet all Australian Professional Standards for Teachers as set down by the Australian Institute for Teaching and School Leadership.
- Maintain an effective teaching and learning environment through appropriate and relevant teaching strategies and practices.
- Keep open lines of communication between fellow staff, students and parents.
- Be cognisant of the responsibilities of a role model, and act accordingly.
- Strive for best teaching practice.
- Support other staff through co-operation and equitable division of the workload.
- Plan all lessons thoroughly and systematically monitor student performance.
- Promote the co-curricular life of the school in an active manner.
- Promote the culture of student well-being.
- Furnish evidence of planning and evaluation to the Head of Primary School at the commencement of each school term.
- Maintain all classroom administration with regards to class set up and student accountability.
- Ensure all routines and procedures are carried out correctly.
- Develop and maintain a classroom environment that encourages student learning.
- Take an active involvement in school-based curriculum development.
- Commit to reflective practice and professional renewal.
- Embrace the Art and Science of Teaching pedagogy.
- Foster parent participation in classroom and school activities.
- Maintain a high standard of professional dress.

Workplace Health and Safety

- Take full responsibility for compliance with the school's Workplace Health and Safety policy, safe work procedures, instructions and rules, particularly in the correct use of equipment.
- Identify any unsafe behaviour, or unsafe or unhealthy conditions, and report these to the Principal.
- Adopt risk management strategies to minimise risk of injury to people and property in the workplace.
- Be responsible for own health and safety and for the health and safety of others in the workplace who may be affected by your acts or omissions at work.
- Co-operate with the Principal or other person so far as is necessary to enable compliance with any requirements under the Work Health and Safety Act 2011 and the regulations that are imposed in the interests of health, safety and welfare on the Diocese or any other person.

General Terms of Appointment

- Be supportive of the Anglican ethos of the school.
- Support the Strategic Plan and the School Improvement Plan.
- Take full responsibility for compliance with the Staff Code of Conduct.

ROLE STATEMENT



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- Take full responsibility for compliance with all school policies and procedures.
- Attend meetings as required by the Principal or appointed delegate.
- Comply with all requirements of Student Protection in Anglican Schools Policy and Procedures.

Immediate Supervisor

Head of Primary
Deputy Head of Primary

Key Relationships

Effective working relationships with the Principal and the Executive Team.

Given the dynamic environment in which the school operates, the Principal may alter the roles and responsibilities of this position as his discretion in order to most effectively serve the needs of the School.

Approved By

Principal

Date of Approval

May 2018