



KINGSLEY
COLLEGE

Employment Package

Teacher Classroom and Distance

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Last review 27 July 2022

1. Role Description

Teacher Classroom And Distance Education

College Mission

Kingsley College; commissioned to educate, equipping students to love and serve Christ and their world, with a deep sense of purpose.

“Intelligence plus character - that is the goal of true education.” - Martin Luther King Jr

5 Year Vision

Increase learning outcomes for all students intellectually and spiritually, by increasing the quality of teaching and learning with a Christ-centred, Bible based worldview, and the development of strategic, innovative learning facilities.

Strategic Intent

We are a Christian school by design

- Educators
 - » Intellectual, moral, spiritual, thought-provoking
 - » Disciples
 - » Growing in love and obedience
- Relational
- Generational
- Sound educational foundations
- Measurable learning outcomes
- Christ-centred, Bible based worldview
- Globally aware – the global mission of the church is outworked in the College
- Vocation – called to service, called to action, called to occupation.

College Values

Learn - seek knowledge, wisdom and understanding.

Love - love God, love others, love yourself.

Lead - live with integrity, accept responsibility, be a positive influence.

Staff Values

1. Bended knee

I have a heart given to Jesus, in submission and love.

2. Extended arm

I have a heart that cares for students, colleagues and others.

3. Open heart

I have a heart to genuinely listen to others without judgement. I listen to understand, not listen to respond. I show care with my facial expressions and body language. I refrain from talking about people behind their back (students, parents, staff).

4. Meaningful Learning

I value student engagement in learning that has meaning in their life, empowering them to serve others and work for the common good.

5. Communication

I seek to communicate proactively with students, parents and colleagues, to lift student outcomes, to work as a team.

6. Commitment

I am committed to doing whatever it takes to lift student outcomes, within my power, both as an individual and working together with the team.

College Philosophy

We believe that the Word of God is the foundation of true education.

The Lordship of Christ is paramount, and His presence will be recognised in all College activities and evidenced in the atmosphere of the College.

The College will promote the pursuit of excellence in all academic endeavours within a Christian context where learning proceeds according to the ability of each individual child.

We believe that the responsibility for the education of children lies primarily with their parents. The Bible gives the instruction “Train up a child in the way he should go and when he is old he will not depart from it.” (Proverbs 22:6)

In seeking a school to assist with this training, Christian parents should select an academic institution which will reinforce Biblical values. A Christian School should support and assist parents in their God given task of bringing up children in the “discipline and instruction of the Lord”.

The role of parents is recognised as integral to the education of their children. The authority of parents is respected and their involvement highly valued. The College recognises that its authority, though derived ultimately from God, is delegated to it from the parents and the Church. Areas that are primarily the responsibility of the family or the Church are not usurped, but will be supported by the College. Teachers, parents and students come together as a community of learners where they are mutually supportive of each other.

Strategic Goals

1. Excellence in service with a Christ-centred focus.
2. 21st Century learning program that is innovative and rigorous.
3. Communication that tells a unique and compelling story of our community.
4. Engagement with the wider community that reflects our College mission.
5. Development of learning environments that are innovative and flexible.
6. A financial forecast that ensures sustainability.

Accountability

This position is directly accountable to the Principal and Head Teacher.

Relates To

- Students studying on campus
- Students studying via distance education
- Parents of both Campus and Distance Education Students
- Other Teachers
- Teachers Aides
- Chaplains
- Administration Officers
- Principal

Attributes

- These are generally personal in nature and reflect the desired attributes of Staff:
- Agree with the College's Statement of Faith .
- Living a life consistent with and an example of the College's Mission, Vision, Values, Code of Conduct, Lifestyle requirements and Statement of Faith .
- Has a personal experience of God as described by points 6. and 7. in the Statement of Faith.
- Are in regular fellowship and good standing with a local Christian church.
- Senses the call of God to service in Christian ministry and are willing to live the life of sacrifice that such entails.
- Has an understanding of the philosophy of Christian Education and the ability to translate it into practice in the classroom, playground, office and day-to-day life.

- Is prayerful in day-to-day life, for the College and their students, out of a heart of Christian love.
- Possess relevant teaching qualifications and a Teacher registration for Queensland.
- Is able to work as a member of a team.
- Demonstrate effective classroom teaching and classroom management procedures which reflect current teaching practices.
- Demonstrate good inter-relational skills including the ability to effectively communicate, motivate and inspire students and develop good working relations with parents, senior management and staff.
- Are prepared to be accountable to management including the Principal.
- Are prepared to be involved in regular professional development.

Lifestyle Requirements

The College bases its teachings and beliefs on the Bible, both Old and New Testaments, which the College regards as the inspired and inerrant Word of God. The College's theological basis for interpretation of the Scriptures is that provided by Peace Christian Church, the church that founded the College. These teachings are expounded in many Church and College documents, both printed and on their websites and viewable by staff as part of their appointment process. These documents inform our understanding of the lifestyle values which staff who work in the College are required to respect and maintain at all times, and should be understood as source documents, defining our doctrines, beliefs and teachings.

- The first job of every staff member is to provide a living example of the College's Christian beliefs and teachings.
- It is an occupational requirement of the College that all staff members, in the course of, or in connection with their work, act in a way that is consistent with the Christian beliefs of the College. Whether directly in school hours of duty or not, nothing in their deliberate conduct should be incompatible with the intrinsic character of their position. In the expression of human sexuality for example, this includes deliberate choices for heterosexual, monogamous relationships, expressed intimately through marriage.
- Staff members are required to be seen to conduct themselves in a manner consistent with the principles and beliefs of the College. For example, if an unmarried couple live together in the same house they are not being seen to conduct themselves in an appropriate manner even if they do not enter into a sexual relationship.
- In their deliberate conduct, staff members must not act in a way that they know, or ought reasonably to know, is contrary to the Christian beliefs and teachings of the College.
- Staff members are required to regularly attend a Christian church and to support Staff Devotions and Staff Worship Services when they are held.

Skills

The Teacher will be expected to:

- Lead students to a knowledge of God as revealed in the Bible through both words and life example
- Help students see the world from a Biblical perspective through what is taught in the classroom and informal conversation
- Implement the school's Christian values and philosophy in the classroom and other aspects

of College life in a natural and spontaneous way that will foster faith

- Demonstrate a willingness to contribute to the spiritual growth and fellowship of the College
- Maintain good relationships and communication with
 - » Parents
 - » Students studying on campus
 - » Students studying via distance education
 - » Colleagues
- Work as a member of a team
- Have the ability to plan interesting units of study across subject areas to provide an enjoyable teaching program for students studying on campus and students studying via distance education
- Use a variety of teaching resources and equipment
- Establish and maintain positive and consistent classroom management and discipline strategies
- Have the ability to produce a positive approach to classroom management and to foster and employ high standards in this area
- Honestly and persistently carry out self-evaluation of all aspects of his/her role
- Have the ability to organise a classroom and use a variety of resources
- Have the ability to report any learning difficulties with students to parents and senior Administrative staff where necessary
- Be competent in, or willing to learn how to integrate technology in the classroom and use a computer for classroom administration, including email and word processing

Responsibilities

Provided below are the primary responsibilities for this position. From time to time other duties may be deemed necessary and these will be determined in conjunction with the person/s to whom you are accountable.

- Effectively organise his/her classes, and maintain quality care and discipline of the students in those classes and in general College life
- Be responsible for the organisation of an allocated class, for the nurture, education and discipline of the children within that class
- Maintain a high standard of work amongst students
- Be responsible for the evaluation and assessment of each child's progress, and for reporting to parents verbally and in written form
- Know, plan, program and teach the school's curriculum at the appropriate standards for that class
- Involve parents in the school program
- Attend staff meetings, parent / teacher meetings, interviews, worship and staff devotions

- Meet all school timelines
- Attend In-service Courses and Out of Hours School Functions as required by the College
- Be diligent with playground duties as rostered and report areas of maintenance needs to the office
- Be punctual on all occasions as far as possible, forwarding appropriate apologies when necessary
- Be responsible with confidential matters
- Maintain accurate records of student attendance
- Be aware and supportive of College Workplace Health and Safety (OHS) requirements
- Carry out work practices in accordance with current Workplace Health and Safety requirements
- Submit classroom budgetary requests

Planning

- An outline for the next year's program will be submitted to the Head Teacher and Principal for approval by the due date via College's online curriculum mapping tool (currently Atlas).
- For Secondary distance education students, all lessons are to be developed in templates provided and submitted by the due date.

Standards

- The Teacher shall demonstrate the Kingsley College Professional Standards for Teachers (based on the Australian Professional Standards for Teachers), seeking to become proficient, highly accomplished and ultimately, lead.

Qualifications

- Must possess relevant qualifications/experience including Teacher Registration in Queensland.

Development

All staff members are expected to engage in an agreed program of

- Spiritual development, which may include attendance at a conference or seminar, the reading of relevant books, study, and attendance at a prayer retreat or other agreed means of development.
- Professional development, which may include attendance at a conference or seminar, the reading of relevant books, study or other agreed means of development.

Where any staff member acts contrary to these lifestyle requirements, the Principal may attempt restoration, counsel, discipline and dismiss the employee.

Remuneration

- Remuneration will be according to the Federal Educational Services Teachers Award. Salary above the award may be offered as tenure, experience and performance apply.

Appraisal and Review

Appraisal and review will occur periodically.

2. Selection Criteria – Teaching Staff

Kingsley College is a dynamic, growing school offering Primary and Secondary Education. We are in need of teaching staff who

1. Have a passionate love for Jesus.
2. Possess dynamic spirituality.
3. In regular fellowship and good standing with a local Christian church.
4. Agree with College's Mission, Vision, Values and Statement of Faith.
5. Senses the call of God to this ministry.
6. Has a desire to share the love of Jesus with children and young people and see them fulfil the call of Christ upon their life.
7. Is a positive example and role model.
8. Possess relevant teaching qualifications and a Teacher registration for Queensland.
9. Is able to work as a member of a team.
10. Has an understanding of the philosophy of Christian Education and the ability to translate it into practice in the classroom, playground, office and day-to-day life.
11. Demonstrate effective classroom teaching and classroom management procedures which reflect current teaching practices.
12. Demonstrate good inter-relational skills including the ability to effectively communicate, motivate and inspire students and develop good working relations with parents, senior management and staff.
13. Prepared to be accountable to management including the Principal.
14. Prepared to be involved in regular professional development.

3. Kingsley College - Professional Standards for Teachers

(based on the Australian Professional Standards for Teachers)

STANDARD 1 - KNOW STUDENTS AND HOW THEY LEARN

- 1.1 Spiritual, physical, social and intellectual development and characteristics of students
- 1.2 Understand how students learn
- 1.3 Students with diverse linguistic, cultural, religious and socioeconomic backgrounds
- 1.4 Strategies for teaching Aboriginal and Torres Strait Islander students
- 1.5 Differentiate teaching to meet the specific learning needs of students across the full range of abilities
- 1.6 Strategies to support full participation of students with disability

STANDARD 2 - KNOW THE CONTENT AND HOW TO TEACH IT

- 2.0 Know God, as “the fear of the Lord is the beginning of wisdom”
- 2.1 Content and teaching strategies of the teaching area, from a Biblical foundation and perspective
- 2.2 Content selection and organisation
- 2.3 Curriculum, assessment and reporting
- 2.4 Understand and respect Aboriginal and Torres Strait Islander people to promote reconciliation between Indigenous and non-Indigenous Australians
- 2.5 Literacy and numeracy strategies
- 2.6 Information and Communication Technology (ICT)

STANDARD 3 - PLAN FOR AND IMPLEMENT EFFECTIVE TEACHING AND LEARNING

Establish a Christ-centred classroom through prayer and worship. Jesus said, “where two or three gather in my name, there am I with them.” (Mt 18:20)

With the help of the Holy Spirit:

- 3.1 Establish challenging learning goals
- 3.2 Plan, structure and sequence learning programs
- 3.3 Use teaching strategies
- 3.5 Use effective classroom communications
- 3.6 Evaluate and improve teaching programs
- 3.7 Engage with the parents/carers in the educative process

STANDARD 4 - CREATE & MAINTAIN SUPPORTIVE & SAFE LEARNING ENVIRONMENTS

- 4.0 Pray for students
- 4.1 Support student participation
- 4.2 Manage classroom activities
- 4.3 Manage challenging behaviour with loving discipline
- 4.4 Maintain student safety: spirit, soul, body
- 4.5 Use ICT safely, responsibly and ethically

STANDARD 5 - ASSESS, PROVIDE FEEDBACK AND REPORT ON STUDENT LEARNING

- 5.1 Assess student learning
- 5.2 Provide feedback to students on their learning
- 5.3 Make consistent and comparable judgements
- 5.4 Interpret student data
- 5.5 Report on student achievement

STANDARD 6 - ENGAGE IN SPIRITUAL GROWTH AND PROFESSIONAL LEARNING

- 6.1 Identify and plan spiritual growth and professional learning needs
- 6.2 Engage in spiritual growth, professional learning and improve practice
- 6.3 Engage with colleagues and improve practice
- 6.4 Apply professional learning and improve student learning

STANDARD 7 - ENGAGE PROFESSIONALLY WITH COLLEAGUES, PARENTS/CARERS & THE COMMUNITY

- 7.0 Provide a living example of College Vision, Values and Statement of Faith
- 7.1 Meet professional ethics and responsibilities
- 7.2 Comply with legislative, administrative and organizational requirements
- 7.3 Engage with the parents/carers
- 7.4 Engage with professional teaching networks, the local church and broader communities
- 7.5 Pray regularly with and for colleagues, parents/carers and the community

4. Statement of Faith

What We Believe

1. We believe in the Divine inspiration, complete truth and supreme authority of the Scriptures of sixty-six books of the Old and New Testaments; and that they only constitute the divine rule of Christian faith and practice.
2. We believe in the existence of One God in three persons - the Father, the Son, and the Holy Spirit.
3. We believe in the Deity and Incarnation of the Lord Jesus Christ, who is the Son of God, the Second Person in the Holy Trinity.
4. We believe in the fallen, sinful and lost estate of all mankind.
5. We believe in the salvation of men from penal consequences and the power of sin through the perfect obedience of the Lord Jesus Christ, His atoning death, His resurrection from the dead, His ascension to the right hand of the Father, and His unchanging Priesthood.
6. We believe in the necessity of repentance towards God and of faith in the Lord Jesus Christ in order to gain salvation. This salvation is to an eternal and secure position in Christ Jesus and is a gift to the believer by the grace of God alone.
7. We believe in the immediate work of the Holy Spirit in the regeneration of men, in their sanctification, and in their preservation to the heavenly Kingdom of the Lord Jesus Christ.
8. We believe the Scriptures warn believers against falling away, and we must guard the heart and heed the warnings of Holy Scripture to not receive the grace of God in vain.
9. We believe that the baptism in the Holy Spirit is an impartation which may be subsequent to regeneration and is usually accompanied by the gifts of the Spirit, such as speaking in tongues and prophecy, and that this gift is presently available to all who believe but is not essential to salvation or regeneration. We further believe that the gift of the Spirit is given, not as a mark of maturity or spirituality, but to empower believers to be witnesses for Christ and ministers to their fellow man, and we further believe that the great ongoing work of sanctification must still be accomplished in the believer's life by the Holy Spirit, producing fruit and showing forth the nature and image of Christ
10. We believe in the resurrection of the dead, and the final judgement of all men by the Lord Jesus Christ.
11. We believe in a literal heaven and hell, and that the eternal state of the righteous in Christ shall be in glory with the Son of God forever and that the eternal state of the wicked shall be a state of eternal consciousness in the lake of fire.
12. We believe that marriage was ordained by God at creation as the sacred union of one man and one woman. All sexual relations must therefore be reserved for that union. Marriage is a representation of Christ's relationship to His church. We also believe that children are a blessing from the Lord, and that all human life is sacred and worthy of protection from the moment of conception. Genesis 1:26-28; 2:23-24; Psalm 127 & 128; 139:13-16; Matthew 19:1-10; I Corinthians 6:9-11; Ephesians 5:22-33; Hebrew 13:4.
13. We believe that the Divine ordinances to be observed by the Church shall be Baptism and the Lord's Supper, which are of perpetual obligation: Baptism being the immersion of believers upon the profession of their faith in the Lord Jesus Christ, and a symbol of the fellowship of the regenerate in His death, burial and resurrection; the Lord's Supper being a memorial of, and a participation in, the body and blood of the Lord Jesus Christ, until He comes.

5. Employment Collection Notice

1. In applying for this position you will be providing Kingsley College with personal information. We can be contacted at:

2 Schoolhouse Street, NORTH ROCKHAMPTON QLD 4701

Email: mappleton@kingsley.qld.edu.au

Ph: (07) 4921 0580

Fax: (07) 4921 2088

2. 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.
3. You agree that we may store this information for up to twelve weeks.
4. You may seek access to your personal information that we hold about you if you are unsuccessful for the position. 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.
5. We will not disclose this information to a third party without your consent.
6. For non-teaching staff, we are required to ensure that an employee is cleared by a criminal history check under Child Protection law. It will be your obligation to provide the College with evidence that this check has been completed and to provide a Suitability Card.
7. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish, that the College does not usually disclose the information to third parties and that we may store their information for up to twelve weeks.

6. Personal Profile Form

Position applied for

PERSONAL DETAILS

The questions in this section are for information only and will not affect the outcome of your application. Please answer only those questions you feel comfortable in completing.

Name:

Email:

Residential Address:

Suburb:

Post Code:

Home Phone:

Work Phone:

Mobile:

PROFESSIONAL BACKGROUND

List below all degrees, diplomas and certificates you have gained together with the years they were awarded and the institutions awarding them:

Qualification	Year	Institution

List all the schools in which you have taught:

Dates	School	Position/Year Level Taught

Dates	School	Position/Year Level Taught

List any professional associations to which you belong:

Give details about any current studies which you are pursuing:

Please list Year Levels you are qualified to teach:

Please list any Secondary subjects you are qualified to teach and to what levels:

Subject	Year Level

List any positions of responsibility you have held and for what length of time:

Position	Length of Time

List any areas of curriculum or curriculum development in which you have a special interest, experience or training:

Curriculum/Development	Interest, Training, Experience

Give details of co-curricular activities in which you have been involved:

What are some of the methods you use to keep your relationship with the Lord vital and meaningful?

Briefly describe who you know Jesus Christ to be:

Briefly outline your philosophy of teaching/working in a Christian School:

OTHER DETAILS

Please state briefly your motivations to apply for this position:

Are there any further comments you wish to give in support of this application?

My Queensland Teacher's Registration Number is

REFEREES

Give names, addresses and telephone numbers of three (3) people who would be able to attest to your character and ability. One of these should be your pastor.

Referee 1:

Name: Occupation:
Email:
Address:
Suburb: Post Code:
Home Phone: Work Phone: Mobile:

Referee 2:

Name: Occupation:
Email:
Address:
Suburb: Post Code:
Home Phone: Work Phone: Mobile:

Referee 3:

Name:

Occupation:

Email:

Address:

Suburb:

Post Code:

Home Phone:

Work Phone:

Mobile:

I hereby confirm that the information supplied above is true, complete and correct. I have attached copies of all necessary documents to support my stated qualifications and experience. I hereby consent to you making such investigations as you may deem necessary regarding the above information. I realise that any misrepresentation or material omission made herein or in any other documentation requested would make me liable for termination of services.

Signature:

Date:



KINGSLEY

COLLEGE

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