



EMPLOYMENT APPLICATION FORM

Please complete the following and return to jobs@mbc.wa.edu.au, or via post to the College, PO Box 4116, Mandurah North WA 6210 by the submission date.

Please label your application clearly with the position applied for.

Please note only applications that have completed all of the below criteria will be submitted for consideration.

- a) Personal Details
 - Name
 - Address
 - Telephone/Mobile numbers (please identify preference contact)
 - Copy of Teachers Registration Board (WA) *If applying for a teaching position
 - Copy of Working with Children Check card
 - How you obtained knowledge of the position (Seek.com, newspaper, MBC staff. etc.)
- b) Qualifications
- c) Experience in the last five years
- d) Explain briefly how you became a Christian (*no more than 500 words*) Which Church do you attend? List your involvement in your Church over the last 3 years including your current responsibilities/areas of Christian Ministry (*no more than 500 words*)
- e) What would you consider to be your qualities for being in the Ministry of a Christian Teacher/Administrator? (*no more than 500 words*)
- f) What contribution would you be able to make to the School? (*no more than 500 words*)
- g) What professional learning have you engaged with recently? How have you applied it to your teaching/career? (*no more than 500 words*)
- h) What has been the most significant achievement in your career in the past 3 years? (*no more than 500 words*)
- i) Your application is also to be accompanied by:
 - Curriculum Vitae
 - Reference/testimonials (for work and character) or Names and Addresses of two Referees
 - Written Reference from your Church Pastor/Minister (if the position deadline does not allow you adequate time to obtain a written reference, please include your Church Pastor/Ministers email address and phone number instead)
 - Copies of your Academic record
 - Copy of your Australian birth certificate/Passport/VISA

Please note:

Mandurah Baptist College is committed to being a child safe organisation and will demonstrate its leadership and commitment to student safety and wellbeing through the implementation of the National Principles for Child Safe Organisations. Applicants' identity, references and qualifications will be checked and verified.

Should you be invited to an interview, given the position applied for involves working with and actively presenting the Christian gospel to children, you will be asked your personal views on faith issues. Given the Christian nature of the College and the expectations of all who enrol, the attached statement of faith is a prerequisite.

STATEMENT OF FAITH

Foundational Principles

- Jesus Christ alone is head of the Church.
- The Church is the community called into being by God. In both its universal and local expressions, it consists of persons who have personally and knowingly accepted Jesus Christ as Saviour and Lord and have pledged themselves to worship, follow and service him as a priestly community.
- By his high priestly ministry, Jesus Christ has won the right for every believer to approach God directly through him.
- Jesus Christ is the supreme authority in all matters of faith and conduct in the life of both churches and individuals.
- He has given to all churches and to every individual the right and responsibility to understand and to do God's will. Therefore, being accountable to God, Christians are not to despise their fellow believers but to accept one another as Christ's servants, allowing each other freedom of conscience.
- God has given to human governments the right and responsibility to promote what is just and good but not to coerce belief or practice contrary to conscience.

Beliefs of Christian Faith

- There is only one God. He is infinitely good and great, and has revealed himself to be personal and triune in essential being, eternally existing as Father, Son and Holy Spirit.
- God speaks to us through the bible, the sixty six Scriptures of the Old and New Testaments. Being God-breathed they are fully trustworthy and supremely authoritative for what we believe and how we are to live.
- God created the heavens and the earth and all that exists in them. He continues to care for and govern his creation, working out his purposes for all he has made.
- In creating humans, male and female, in his likeness God intended that we should live in fellowship with him. However, tempted by Satan, God's adversary, the first man and woman disobeyed God. The effect of their sin spread so that we all sin, falling short of our responsibility to love God and neighbour and care for the world.
- Despite our sin which alienates us from God and rightly deserves his judgment, God, because of his grace and great love for all people, sent his son into the world to save us.
- The incarnate son, Jesus of Nazareth, was conceived by the Virgin Mary through the Holy Spirit. Fully human and fully divine, he lived on earth a sinless life of perfect obedience. He died on the cross as a sacrifice on our behalf and in our place, redeeming us from the penalty and power of sin and triumphing over Satan. He was raised bodily from the dead and ascended to his Father's presence where he lives forever as our great High Priest and reigns as Lord of all.
- The Gospel, the good news concerning Jesus Christ and his reconciling work, is God's powerful way of bringing salvation. All who respond in repentance and faith God sets right with himself, forgiving and cleansing them from sin and giving them his Holy Spirit and eternal life.
- The Holy Spirit gives new life to all believers and resides in them permanently empowering for life and witness. He makes them holy and enables them to grow into the likeness of Christ. Through the Spirit God grants all his people various gifts for the well-being, functioning and mission of the Church.
- All Christians are commanded to love God with all their heart, mind and strength, and their neighbours as themselves. What love means in practice, we discover through searching the Scriptures, which reveal God's character and will. Such love

includes the responsibility of every Christian to participate in the proclamation of the good news throughout the world.

- While all believers belong to the universal church, God gathers them into local churches which exist to worship and serve him. Jesus Christ, the head of the church, has established both baptism and the Lord's Supper.
- Jesus Christ will return visibly and victoriously from his Father's presence to complete his conquest of sin and evil. All people, both believers and unbelievers, will be raised bodily and be judged by God. Believers will enjoy eternal blessedness in God's presence, while unbelievers will suffer the eternal punishment of exclusion from his presence. The whole creation will be so transformed that righteousness will characterize the new heavens and the new earth forever.

This Statement aims to give us all a common starting point and to underline the Christian ethos of the College. It is the basis on which we will view one another, our students and their families, and our framework for grappling with contentious issues in our community and the world.

STATEMENT OF PRINCIPLES AND BELIEFS OF CHRISTIAN FAITH

I have read the Statement of Principles and Beliefs of Christian Faith for Mandurah Baptist College. I fully support the intent and spirit of the document and in signing this Statement of Principles and Beliefs of Christian Faith; I give evidence of my personal relationship with Jesus Christ.

SIGNATURE

DATE

SUBMISSION OF APPLICATION

I hereby submit my application to Mandurah Baptist College and agree to the contacting of my referees for further information in support of this application.

SIGNATURE

DATE



MANDURAH BAPTIST COLLEGE

BE STRONG & COURAGEOUS

Primary Teacher

Mandurah Baptist College expects that all teachers will at all times demonstrate the highest possible professional and ethical standards whilst employed in the ministry of the College.

Duties and responsibilities of the Primary Teacher

1. Teaching

- 1.1. In consultation with the Principal/Deputy Principals, develop learning programs for students in a relevant year or learning area.
- 1.2. Offer a curriculum and learning environment, which is inclusive and developmentally appropriate for all students and is aligned with the Western Australian Kindergarten Curriculum Guidelines, the Western Australian Curriculum and Assessment Outline and the Early Years Learning Framework where applicable.
- 1.3. Display a high level of competence in teaching skills and the monitoring of student outcomes.
- 1.4. Effectively utilise Learning Technologies in teaching and learning practice.
- 1.5. Implement fully all Mandurah Baptist College pedagogical strategies as directed by the Principal/Deputy Principals.
- 1.6. Recognise that each child is a unique learner, whose potential must be acknowledged and accommodated through the provision of holistic, developmentally appropriate practices.
- 1.7. Effectively manage student behaviour in line with the College's discipline policy and procedures to ensure a constructive and productive classroom-learning environment.
- 1.8. Ensure programming and planning follows guidelines from the Principal/Deputy Principals.
- 1.9. Through professional development, seek opportunities for personal and professional growth.
- 1.10. Attend all staff meetings as required and keep themselves aware of staff meeting discussions/content if unable to attend.
- 1.11. Work collaboratively, establishing rapport and maintaining effective working relationships with students, parents and staff of the College community.
- 1.12. Work effectively in a team environment.
- 1.13. Actively "live out" the College mission in everyday work and practice.
- 1.14. Align teaching practice with the AITSL Australian Professional Standards for Teachers and the AITSL Classroom Practices Continuum.

2. Reporting/Assessment

- 2.1. Maintain records of student assessments, including anecdotal records, observation checklists, general assessment records and whole school data as required.
- 2.2. Accurately monitor the progress of students, giving regular feedback to children, parents and other teaching staff, being particularly aware of the need to respond promptly to student and parent concerns.
- 2.3. Report student achievement and progress through Three Way Conferences, Learning Journey, the College's formal report at the end of Semesters 1 and 2 and through formal and informal communication (e.g. emails, phone calls, scheduled meetings etc.) with parents when necessary and in other reporting formats as required.
- 2.4. Liaise with parents, teachers and the Principal/Deputy Principals to plan and prepare when necessary individual learning and behavioural programs (e.g. IEP's, IBP's, and LSP's) for students under their care with specific needs and learning difficulties.

3. Other

- 3.1. Sign and adhere to the College's staff Code of Conduct.
- 3.2. Maintain TRBWA teacher registration (at the Proficient level) and a current Working with Children Check.
- 3.3. Put into practice all Mandurah Baptist College policies and procedures as required.
- 3.4. Attend College functions, events and meetings in and out of school hours and undertake duties related to their teaching role in the Primary School.
- 3.5. Liaise with school support services, including other staff, such as the Chaplain, and School Psychologist, outside agencies and therapists to support students.
- 3.6. Maintain and uphold the College's high standards of behaviour, work standards and uniform presentation as they work with and interact with students and their families.
- 3.7. Provide appropriate pastoral care to the students under their care, in consultation with the Principal/Deputy Principals and Chaplain/Psychologist as required.
- 3.8. Fulfill all duty of care obligations to students under their supervision/care ensuring the highest possible standards of health and safety are put into practice.
- 3.9. Endeavour at all times to demonstrate the College's values in attitude and practice.
- 3.10. Maintain a personal Christian faith and regularly attend a Christian church.
- 3.11. Support and contribute to the Christian ethos of the College.
- 3.12. Seek to resolve differences constructively.
- 3.13. Other duties as requested by the Principal/Deputy Principals.

Rob Gratton
Principal