



Brisbane Christian College

Wisdom and Knowledge through Christ



APPLICATION PACK

to join the Brisbane Christian College Ministry Team as

Head of Middle School

BRISBANE CHRISTIAN COLLEGE OVERVIEW

- Brisbane Christian College is a ministry of Life Church
- All team members have a living relationship with Jesus Christ
- Founded in 1985
- Co-educational College for over 1070 students aged 3-18 years (Pre-Prep to Year 12), growing to over 1150 children
- Three campuses: Pre-Prep, Primary, and Middle and Secondary
- Every student is loved and known
- Deliberate individual attention for each student
- Multi-cultural staff and student community
- Supportive family environment
- Dynamic Pastoral Care Program
- Affordable fees
- Numerous co-curricular opportunities
- CRICOS registered for overseas students.



CHURCH VISION

To reach people with the love, grace and power of the Gospel by building a large, Bible-based church where the presence of God is seen and felt, empowering people to lead in every area of life.

At Life Church we like to keep it simple—we are all about reaching people with the amazing message and power of Jesus. We are a local church that is committed to empowering people to flourish in every area of life. Our desire is to be a Christ-centred community all week long. We are Life Church together on Sunday but we are still His Church at home as parents, in our workplaces, schools, and in our businesses.

We believe that God loves you and that through a church community you can begin to discover the amazing purpose He has for your life. Life Church is a place to belong, where you will find energetic services with passionate worship, life-giving teaching and a strong commitment to empowering families through our dynamic children's and youth programs.

Lee and I have been the Lead Pastors of Life Church since 2002. Over that time we have seen God's blessings in every area, expanding our church's influence so that more and more people discover a personal relationship with Jesus every year.

In 2015, we settled on a miracle—our Fairlie Terrace site—that has completely transformed our Church and College. We are now a church of multiple locations, with over 1000 people gathering every Sunday, and our College continues to grow from strength to strength.

I see God's hand so clearly moving in Brisbane Christian College in the lives of our students and our staff. We enjoy the powerful effect of a family, school and church working together for the benefit of our children, equipping them to fulfill the call of God upon their lives.

It is our desire that God's love not be simply announced, but demonstrated at Brisbane Christian College, for every child to be loved and known by name.

Pastor Geoff Blight
Lead Pastor, Life Church





College Vision

Brisbane Christian College, as a Ministry of Life Church, is the preferred place of learning.

Our community empowers students to live Christ-focused lives.

We aspire for excellence and equip our members to achieve their maximum potential.

College Mission

Brisbane Christian College provides quality, holistic education that is both Christ-centred and innovative; encouraging confident, creative, life-long learners.

Our community equips its members to become resourceful servant leaders who live with dignity and care for others to the glory of God.

College Values

The five values of Brisbane Christian College:

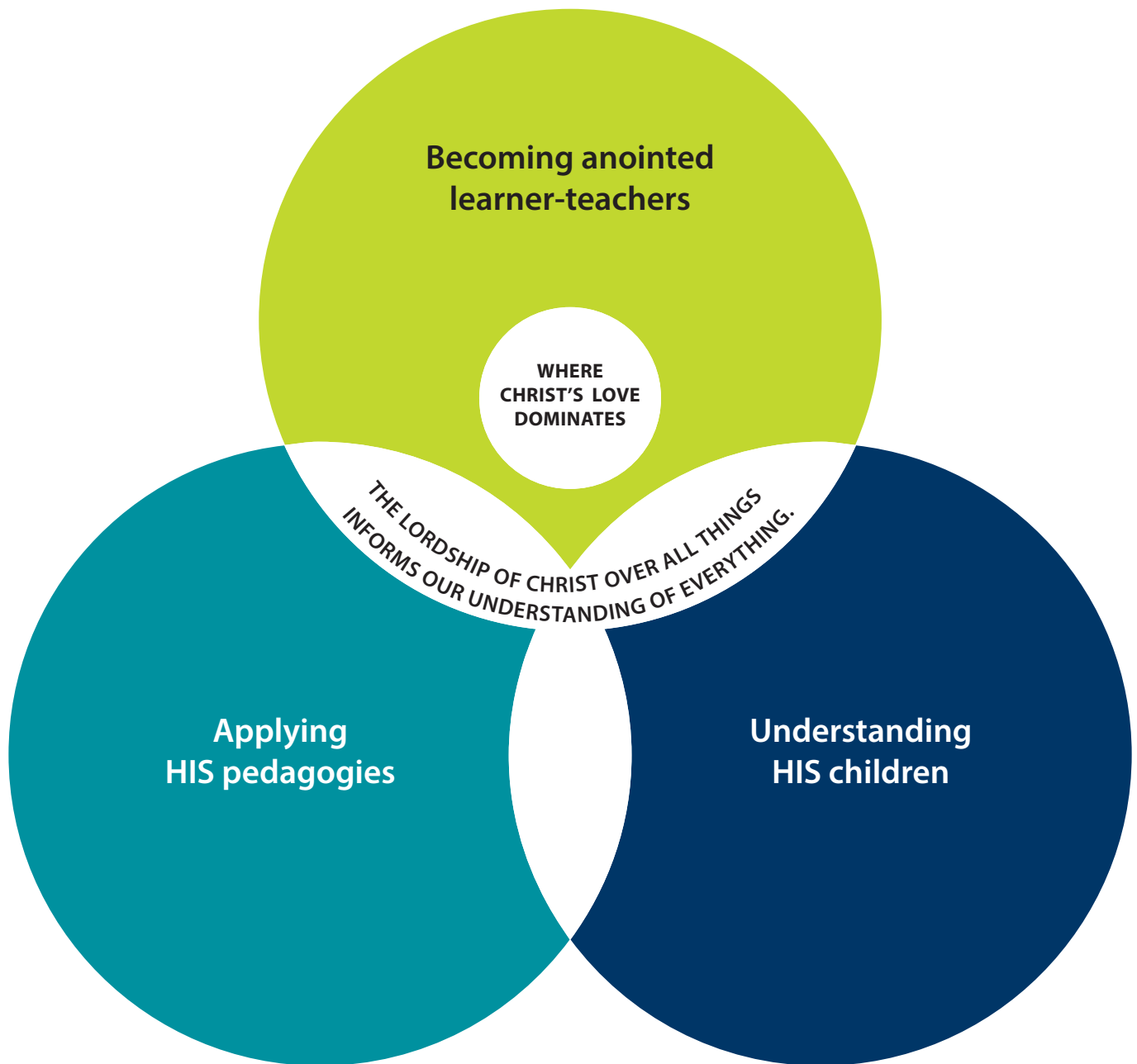
- Honour Jesus Christ
- Empower others
- Aspire to excellence
- Respect others and self
- Develop dynamic relationships.



Excellence is a state of mind, an attitude, a decision that we will endeavour to reach new heights and dream greater dreams. It is a journey that is never reached without perseverance, sacrifice and reflection. Excellence is never boring. It will always stretch and challenge us. What will be your legacy? How will you make our College a richer and more dynamic community? Your responsibility is to be a role model of excellence: nothing more, nothing less for the Lord's glory.

Mr Sean G Morrison
College Principal

Visual Representation of our
Whole College Learning Framework
HIS Model





Brisbane Christian College provides a genuine example of how powerful a truly **spiritual** life is, as well as valuing **academic** vigour and training, and providing **opportunities** for **positive personal development**. We enjoy the powerful effect of a family, school and church working together for the benefit and **well-being** of our children. Our goal is to develop the **whole individual** and provide opportunities for students to grow and **expand their horizons** – in a caring atmosphere where staff guide and develop students' thinking and behaviour.

College History

Brisbane Christian College (formerly Southside Christian College) began on 14 April 1985 with sixteen children across several Primary grades. It grew steadily into the College we now enjoy over three campuses, led by the Life Church Oversight and the College Board, working in unity to see Jesus Christ glorified.

Each of our Primary School Campus buildings is named after significant pioneers who contributed to the initial years of the College.

Pastor Chris Peterson established the College and its vision. He wanted to foster a genuine Christian College culture that delivered a great education within a truly Christian philosophy.

Pastor David Brydges was the Principal of the Bible College that ran on the site in the 1990s. He also helped establish the College on a firm financial footing.

Mr Garnet Alcorn was the first permanent English teacher. His dedication and love for his Saviour epitomised the culture of the College.

Through God's provision in January 2016, Brisbane Christian College became a three-campus College and is moving towards a total student population of 1150 children. We are believing that we will be over 1100 children for the start of 2021.

The three campuses (Pre-Prep, Primary, and Middle and Secondary) are located in the southern Brisbane suburbs of Salisbury and Coopers Plains and are within a few kilometres of each other. The new Middle and Secondary Campus has exceptional teaching spaces, set in ten hectares (twenty-five acres) of open space and bushland.

Brisbane Christian College is committed to stay mission-true to its founders as a Christ-centred community that honours Jesus Christ in all that we do. The College has a strong balance between spiritual, academic and co-curricular engagement and a growing focus in missions and community service.

Families and children are drawn to Brisbane Christian College due to our love for Jesus Christ and their children, dedicated team and small school feel, and our ability to provide an individualised learning experience that enables children with a variety of learning styles and needs to flourish and succeed in a supportive environment.



College Campuses

Pre-Prep (Kindy)

Our Pre-Prep Centre is part of the Queensland Government Kindergarten Approved program with its own purpose-built centre in Coopers Plains, two minutes from the College's Primary School Campus.

Our educational, play-based program prepares children for Prep by developing pre-numeracy, pre-literacy and social skills, with many opportunities to enjoy the spontaneity of 'free play'. Our qualified and experienced Director and teaching staff all hold a degree in Early Childhood Education.

Our Pre-Prep Centre offers both five-day-week and five-day-fortnight options, 8am to 4pm operating hours and a school holiday program. The Child Care Subsidy is available for eligible families.

Primary School (Prep-Year 5)

Our Primary School provides a well-rounded, excellent education for our children. Our dedicated Christian teaching staff have created a learning environment and playground that is warm, friendly and safe.

The Australian Curriculum subjects are enhanced by our music program, Chinese lessons and gymnastics, swimming, camping and physical education programs. Within our daily classroom activities our teachers differentiate learning to suit the various abilities of our children. Our after-school tutoring program provides extra learning time for our children who require this. Those seeking enriched learning can do so through our after-school language classes, debating teams and the Instrumental Music program.

Our desire is for our teachers and children to be life-long learners. For this reason, our teaching staff are continually growing as educators and our students reflect this in their achievements. Our Primary School is well supported by our parent community.

Middle School (Years 6-8)

Middle School at Brisbane Christian College is a time of discovery and making choices in a supportive and

challenging environment. Children are supported by multi-age Family Groups and the College House system, allowing them to journey alongside their peers and be individually nurtured.

Our dynamic Middle School curriculum challenges students to achieve their best through their application of their God-given talents. Children are given the opportunity to explore a range of elective subjects as they move confidently from a single teacher and classroom to many, in preparation for the Secondary School learning environment.

Many co-curricular opportunities are available for participation and of note is the Tours program. Children can apply their class knowledge and understanding to hands-on experiences at our National Capital, Canberra, and participate in Outback Queensland life at Longreach.

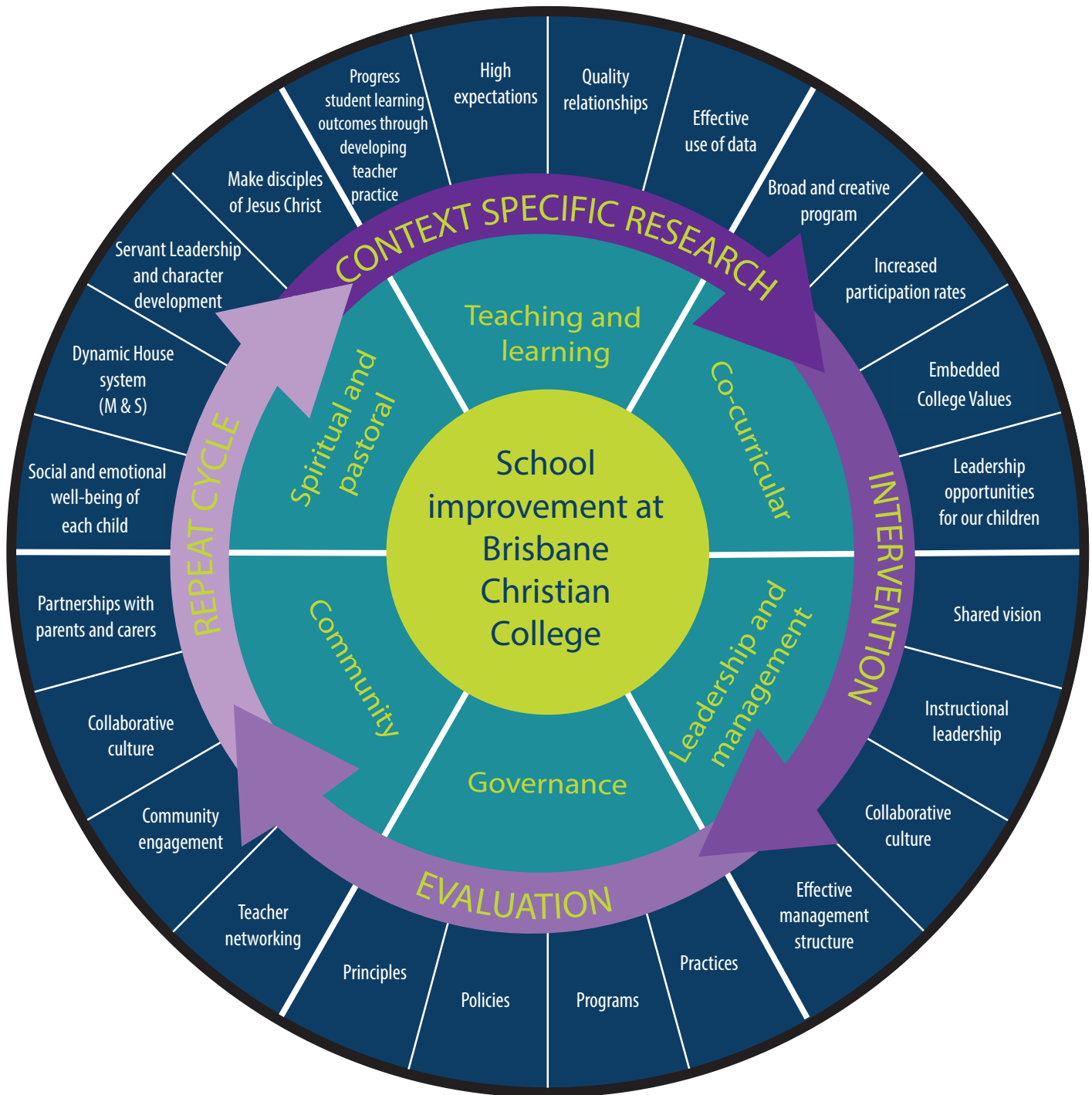
Secondary School (Years 9-12)

Secondary School is about confirming career choices and developing our young adults' skills in their chosen fields.

Years 11 and 12 students achieve their academic or vocational goals through the Academy programs: Academic, Industry, Aviation (and hopefully Ministry in the future). These programs are tailored to the individual student with university or apprenticeship opportunities, relevant subjects, co-curricular and outdoor learning opportunities and extension classes.

Our future graduates enhance their computer literacy skills needed to meet the study requirements of the Academic and Apprenticeships pathways, with the provision of take-home iPads and learning software.

CONTINUOUS IMPROVEMENT DOMAINS



The domains recognise the importance of research, intervention, evaluation, planning and context in self review and provide a guide for “context-specific”, evidence-informed and outcomes-focused continuous improvement.



Diversity

Brisbane Christian College values the diversity within our student body:

Boys: 52%

Girls: 48%

17% of students were born overseas.

World Regions represented:

Africa, Australia and South Pacific, East Asia, Europe, Middle East, North America, South America, South Asia, South East Asia and the United Kingdom.

Annual international short-term enrolment and study tour opportunities.

Our students come from a wide range of socio-economic, faith and family backgrounds, and include students who require learning support, who excel academically, who require English support, who are elite sportspersons or who have a diagnosed disability.



Role Introduction

Due to the retirement of our Head of Middle School, Mrs Vicky Jones, after almost five years of quality leadership, Brisbane Christian College is looking to appoint a strong spiritual and transformational leader to join our team.

We have an exceptional opportunity for an innovative and creative leader to become our College's second Head of Middle School. This person will be accountable to the Deputy Principal/Head of Campus (Middle & Secondary) in shaping the Christ-centred culture of our community and will be responsible for leadership and day-to-day management of Years 6 to 8, 252 children and eight Middle School teachers, and all the associated curriculum and learning throughout the Middle School.

The Head of Middle School will drive student engagement and student outcomes and develop a team of educators who are the best in our country, while implementing innovation and creativity through proven research and evidence. The Head of Middle School will lead the Middle School Leadership Team, be a member of the Curriculum Alignment and Pedagogy Team and the Middle and Secondary Leadership Team, and will meet regularly with the Head of Campus (Primary), Head of Secondary School and the Head of Enrichment and Learning Support.

The College is looking for a transformational leader who will coach and mentor our teachers to ensure

that Jesus Christ is honoured in every aspect of our community. This role gives the right candidate the full support of our Senior Pastor, College Board, College Principal, Deputy Principal/Head of Campus (Middle & Secondary) and College Management Team, who are committed to aspiring to excellence in all that we do. It is our expectation that a visionary leader will establish world-best practice while shaping a culture of faith, service and excellence.

As we continue to develop creativity and innovation, the College is looking for an experienced and highly-driven Middle School leader with God's calling on his/her life, with big dreams as well as the faith and capacity to see these dreams become a reality.

Applicants must have a personal and growing faith in Jesus Christ and be an active member in their local church.

We require a person with strong leadership qualities, excellent interpersonal skills, proven administrative ability, a deep understanding of current educational trends and a sense of God's calling for joining our College.

This position would suit someone who is currently leading or is a deputy of a thriving Middle or Primary School community with leadership experience across multiple schools.



Opportunities and Challenges

In the past three decades, Brisbane Christian College has strengthened its student body, expanded its facilities and continued to raise its reputation within the community. This has provided a solid foundation for expansion into a third campus which became our Middle and Secondary Campus. Building on this position of strength, the successful candidate will have the opportunity to focus on the following:

- Further develop the Christ-centred culture of our relatively new Middle School
- Serve as the Middle School's spiritual and academic leader, strengthening its core teaching and learning methods and adapting in response to new research on learning as appropriate, while staying aligned with our mission and guiding principles
- Develop intentional strategies to ensure increased student engagement and increased student outcomes
- Assist in the future development of the Blue Sky Institute for Professional Learning, Innovation, Creativity and Servant Leadership
- Oversee Middle School communication, events and Character Development of our children
- Ensure complete spiritual and curriculum alignment with the Head of Secondary School and Head of Campus (Primary)
- Foster and market the College's unique characteristic of being able to serve students whose present schooling may not be building sufficient confidence and/or achievement
- Set strategic priorities for the Middle School community, assessing opportunities for growth while maintaining our community's culture and feel
- Strengthen the co-curricular programs, taking advantage of the College's ideal location, supportive community and commitment to a Christ-centred and holistic educational experience
- Provide leadership that engages the Middle School Leadership Team to ensure:
 - organisational innovation and improvement
 - exceptional programs and curriculum
 - rich communication and information throughout the College
 - outstanding student care, welfare and character development.
 - student assessment and reporting.



Role Overview

Reporting to the College Principal through the Deputy Principal/Head of Campus (Middle & Secondary), you will be expected to excel at the following:

Strategic Oversight

- As part of the Middle and Secondary Leadership Team, create the preferred place of learning
- Further develop the opportunities for our community to grow in its love for Jesus Christ
- Enhance and drive a culture as per Psalm 133
- Embed our God-given Values into our Middle School
- Lead, drive and implement cultural and organisational improvement and innovation in Years 6-8
- Develop and implement the long-term Middle School action plan in line with the whole College's Strategic Plan
- Keep the Deputy Principal/Head of Campus (Middle & Secondary) fully informed to fulfill his/her responsibilities
- Contribute to the College's efforts to maintain its strength, diversity and dedication to furthering the mission of our Church and College.

Academic Oversight

- Ensure curriculum and pedagogical alignment from Prep through to Year 12
- Ensure every student reaches their potential
- Systematically develop world-class Christian educators through coaching, mentoring, appraisal and support whole-College improvement

- Ensure all strategies are God-revealed, child-centred, research-driven and evidence-driven.
- Embed the current Middle School programs:
 - RoleM
 - Literacy Strategies
 - BRIDGE BUILDERS®
 - Our NCCD strategies.

Enrolment Oversight

- Support strategic and data-driven planning efforts regarding enrolment and marketing decisions
- With the Registrar, recommend enrolment objectives with respect to student numbers, character and qualities to predict success at the school and sound College finances.

Operational Oversight

- Work with College leaders and Church Leadership to model and establish a culture of unity, evangelistic potency, grace and excellence at our Middle and Secondary Campus, to enable the effective working and ministry of the Church and the College
- Hire, create and retain world-class educators
- Set the tone for a Christ-centred work environment with open communication
- Regularly share the College's mission and programs with the public locally, regionally and globally
- Build relationships and partnerships with like-minded institutions to benefit all members of the community.



Key Success Factors

Strong candidates for the Head of Middle School position will have a demonstrated record of successful academic and transformational leadership and will appreciate the values and culture of our community. He or she will possess a love for Jesus, the highest integrity and personal ethics, and will be committed to human development and education for children of all backgrounds and needs. In addition, the Head of Middle School must be able to excel in the following areas:

Academic Leadership

To continue the mission of Brisbane Christian College and foster an academic community that is both supportive and challenging to students at all levels, the Head of Middle School will:

- Attract, support, develop and retain world-class Christian educators who provide research-proven teaching and educational experiences for students
- Establish a culture of coaching/mentoring and appraisal
- Encourage creativity, innovation and excellence in academic program development, exploring the use of technology and 21st century approaches in addressing the needs of students
- Stay current with trends, innovations, approaches and research in K-12 education for students who require differentiated teaching, with the goal that Brisbane Christian College will continue

to strengthen its reputation as a leader in this spectrum of education

- Explore opportunities to expand facilities, programing and enrolment to achieve earlier intervention for children in need of differentiated academic attention at all academic levels
- Further develop an Extension/Honours program
- Ensure all Year 8 children transition into Year 9 with exceptional literacy, numeracy and enquiry skills.

Institutional Advocacy

As a key representative and advocate for Brisbane Christian College, our Head of Middle School will be expected to:

- Establish unity across our Secondary and Primary Leadership teams
- Serve as an inspiring and enthusiastic public spokesperson for the College
- Increase demand for the distinctive programs and offerings of Brisbane Christian College through marketing and advocacy, solidifying its place in the independent school market
- Articulate the unique mission and values of Brisbane Christian College to diverse groups of people on the local and national levels, encouraging them to support the College and its initiatives.



Personal Commitment and Engagement

Valuing the role of family and relationships to build a strong Christ-centred community, our Head of Middle School will:

- Have a personal relationship with Jesus Christ that is central to every part of his/her life
- Serve as an exemplary role model for all school constituents and embody the College's Values of Honour Jesus Christ, Empower others, Aspire to excellence, Respect others and self, Develop dynamic relationships
- Uphold and deliver against the College's Vision, Mission and Values
- Be able to communicate with sensitivity and appropriate confidentiality with students, parents and colleagues
- Demonstrate a high degree of flexibility in his or her approach to dealing with a diverse set of families and students
- Be a strong advocate, showing loyalty and commitment to the Deputy Principal/Head of Campus (Middle & Secondary) and our College
- Be energetic, pro-active and able to demonstrate initiative
- Possess a high-level of interpersonal and communication skills and have well-developed skills of time management and organisation
- Have a strong desire and ability to personally engage with all members of the Brisbane Christian College community and participate in campus activities
- Possess a welcoming, friendly and optimistic disposition.

Visionary and Strategic Leadership

Providing strategic direction, vision and strong transformational leadership, our Head of Middle School will:

- In partnership with our Church and Chaplain, establish a discipleship program to see our children grow in faith
- Set both short-term and long-term goals for our Middle School, examining opportunities to grow and change while keeping in line with our Vision, Mission and Values
- Promote collaboration and teamwork between the Middle School Leadership Team, the Head of Secondary School and the Head of Campus (Primary) to foster a sense of community built on trust, transparency and excellence in Christ
- Demonstrate strong decision-making skills and the ability to think critically about the direction of the Middle School and the entire College.



Conditions, Remuneration and Support Structure

The Head of Middle School will teach eight periods per week out of a thirty-period cycle and will enjoy nine weeks of annual leave, with another three weeks available as agreed with the College Principal.

A four-year contract will be given to the successful candidate. After a successful appraisal review in the third year, a further five-year contract extension will be agreed upon. A further five-year extension will be offered after another successful appraisal review during the eighth year of service.

The successful candidate will receive a generous reduction in school fees for all children attending the College and a generous salary package.

There will be a strong leadership team around the Head of Middle School for 2021: Middle School Coordinator of Learning/Teaching and Curriculum, Head of Year 8, Head of Year 7, Head of Year 6 and 50% administration support.

Want more information?

Interested educators are encouraged to directly contact the College Principal, Sean Morrison, and the Deputy Principal/ Head of Campus (Middle & Secondary), Ross Eggins, to discuss this outstanding opportunity.

Sean Morrison:

0424 143 518

principal@brisbanechristiancollege.com.au

Skype (sean.morrison10) if applying from outside Australia.

Ross Eggins:

0401 917 000

deputyprincipal@brisbanechristiancollege.com.au



How to Apply

All candidates must submit:

1. A two- to three-minute video which answers the following questions:

- How you came to accept Jesus as your Lord and Saviour.
- Why you are applying for the position.
- How have you and would you shape a Christ-centred community?
- How have you and would you develop our team to become world-class Christian educators that increase student engagement and outcomes under your leadership?
- Please articulate your philosophy of Middle Schooling.

2. A cover letter which must address the 'Key Selection Criteria below, attaching data to support your statements.

Candidates, in their written application and, selected for interview should be able to demonstrate:

1. evidence of inspirational and transformational leadership that draws people to Christ
2. proven credentials in achieving exceptional academic results through empowering a team of creative, servant leaders and innovative educators
3. experience in developing a culture of holistic excellence in all aspects of College life

4. a capacity to further enhance the College's Character Development and Pastoral Care programs
5. your capacity to build unified teams with your upline
6. a working knowledge of contemporary best practice in pedagogy and curriculum, and the ability to shape teaching and learning
7. experience in developing and implementing strategic plans.

3. The College 'Application for Employment' form which can be found at the back of this pack and includes the College Statement of Faith and Lifestyle Statement.

Personal CVs can be sent with a fully completed Application Form.

WHEN TO APPLY

The closing date is Monday, 28 September 2020.

The interview panel will view applications as they are received and reserves the right to commence interviews before the closing date.

Only candidates invited to interview will be contacted.

'The strong Christian culture, the compassionate and dedicated staff, and the school's continual pursuit of excellence are compelling. We wanted a school that fostered a holistic approach to education, that developed, inspired and encouraged children's gifts in all areas of life. Brisbane Christian College has not disappointed us. We would recommend the school to anyone seeking excellence in education in a dynamic Christian environment.'

Mr Joshua and Mrs Fiona Griffiths

'What drew us to Brisbane Christian College was the genuine sense of a caring community. Several years and four children later, this has not changed even as the College has continued to grow and develop.'

Mr Mark and Mrs Sharon Mahoney



**Brisbane
Christian College**

Wisdom and Knowledge through Christ



Pre-Prep Centre

28 Rookwood Avenue
Coopers Plains Qld 4108



Primary Campus

109 Golda Avenue
Salisbury Qld 4107



Middle & Secondary Campus

63 Fairlie Terrace
Salisbury Qld 4107

PO Box 177, Salisbury, Qld 4107, Australia

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CRICOS 00909K

HEAD OF MIDDLE SCHOOL POSITION DESCRIPTION

Community Description

Brisbane Christian College is a K-12 college with over 1070 students, operating three campuses in the Salisbury area of Brisbane.

Life Church Vision

To reach people with the love, grace and power of the Gospel by building a large, Bible-based church where the presence of God is seen and felt, empowering people to lead in every area of life.

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College Values

At Brisbane Christian College we:

- Honour Jesus Christ
- Empower others
- Aspire to excellence
- Respect others and self
- Develop dynamic relationships.

College Motto

Wisdom and Knowledge through Christ

Staff Motto

Inspire, Equip, Achieve

College Logo

At the centre of the logo is a dual representation of both the risen, victorious Christ and the enthusiastic, energetic and elated student.

The logo depicts three elements which symbolise three different aspects of meaning – academic, personal (physical and emotional) and spiritual.

Title: **Head of Middle School**

Location: Brisbane Christian College

Position Objectives: The Head of Middle School provides high-level advice to the Deputy Principal/Head of Campus (Middle & Secondary) with strategic directions, educational outcomes, organisational improvements and performance across the Middle and Secondary Campus.

Ensures unity and cultural alignment across all areas of the College.

Leads, drives and implements cultural and organisational improvements and innovation in Years 6-8.

The Head of Middle School, in collaboration with the Middle School Coordinator of Learning/Teaching and Curriculum, Head of Year 6, Head of Year 7 and Head of Year 8, provides intentional, innovative and creative leadership in the ongoing development, management and evaluation of actions in the strategic plan.

Responsible to: Principal through Deputy Principal/Head of Campus (Middle & Secondary)

Oversees: Middle School Coordinator of Learning/Teaching and Curriculum, Head of Year 6, Head of Year 7 and Head of Year 8 and the eight explicit Middle School Teachers

Member of: Curriculum Alignment and Pedagogy Team, Middle and Secondary Campus Leadership Team and leads the Middle School Leadership Team

This position description, along with the College's Mission, Vision and Values, and the Role Overview in the Application Pack will form the basis of the documents the Head of Middle School will work from.

Regular appraisals will be held using these documents to outline the challenges and goals for the next season of the role.

Core Responsibilities

1. Enhancing the learning culture and outcomes for every child
2. Developing the capacity and potential of staff and students
3. Enhancing and driving a culture of servant leadership
4. Engaging our community and contributing to the wider community
5. Leading and managing holistic development in our community
6. Communication
7. Student leadership.

1. Enhancing the learning culture and outcomes for every child

- a. Develop a learning culture with a continuous emphasis on improving the quality of learning and teaching and enhancing student performance
- b. Lead curriculum development and pedagogy for the 'age and stage' of Middle School students aligned with Primary School and Secondary School
- c. Ensure a consistent and continuous school-wide focus on student achievement and assessment and use appropriate data and benchmarks to set, monitor, track and evaluate individual student progress
- d. Be accountable for the continuous improvement of the Middle School in maximising student achievement and engagement
- e. Devise and implement a system for the regular assessment of students' attainment and progress
- f. Use student assessment results to inform overall curriculum planning, termly and weekly plans as well as day-to-day teaching so that classroom practice in the Middle School meets the known needs of the students
- g. Develop a world-class teaching team that ensures student engagement in, and motivation for, their own learning through personalised and differentiated learning opportunities
- h. Develop confident, creative life-long learners who become servant leaders
- i. Approve all excursions in the Middle Years
- j. Ensure co-curricular activities and experiential learning are seen as learning activities by both staff and students
- k. Work to ensure a strong emphasis on high behaviour standards through character development and oversee interventions and ensure thorough communication with parents and staff at each step.
- l. Encourage the further development of activities external to the classroom that promote the health and well-being of students
- m. Develop a positive peer pressure that aspires to excellence
- n. Ensure all Year 7 and 9 NAPLAN results are above National averages by at least 10%

- o. Ensure all students have gained executive skills that will enable them future success
- p. Provide academic leadership in the development and ongoing review of the College's Strategic Plan and operational priorities
- q. Ensure Year 8 students are academically prepared to thrive in Year 9
- r. Ensure the curriculum aligns from Years 5 to 9.

2. Developing the capacity and potential of staff and students

- a. Work with the Principal and Deputy Principal/Head of Campus (Middle & Secondary) to ensure the calibre of staff being appointed to positions aligns to the Vision and Mission of the College
- b. Foster an empowering and collegial professional environment
- c. With the support of the Principal and Deputy Principal/Head of Campus (Middle & Secondary), induct new staff and act as a learning mentor for these staff
- d. Lead the teaching community through a model of distributed leadership, empowering team members to make decisions, providing them with time, space and autonomy
- e. Monitor and ensure the management and professional conduct of Middle School staff
- f. Coordinate the Middle School staff coaching and mentoring program
- g. Oversee the Middle School staff welfare
- h. Meet formally at least twice a year with each Middle School staff member to review and provide feedback on their Personal Performance Plan
- i. Encourage each student to strive to deliver their best work at all times
- j. Manage the transition of students into the Middle School, including those who are new to the College
- k. Together with the Head of Campus (Primary), Head of Secondary School and Deputy Principal/Head of Campus (Middle & Secondary), be responsible for ensuring a smooth transition for our children as they move through the College.

3. Enhancing and driving a culture of servant leadership

- a. Work collaboratively with the Deputy Principal/Head of Campus (Middle & Secondary) and College Management Team on all matters pertaining to the College's Vision, Mission and Values
- b. Demonstrate and foster a culture of strategic thinking
- c. Provide leadership of a small number of strategic committees in line with responsibilities, personal strengths and interests

- d. Empower and lead the Middle School Leadership Team to ensure engagement, innovation, high standards of participation, activity and pastoral care and compliance
- e. Equip all children to become resourceful servant leaders who live with dignity and care for others for the glory of God.

4. Engaging our community and contributing to the wider community

- a. Uphold the name of the College at all times
- b. Attend and support functions, events and activities within the community where Middle School children are performing or representing the College
- c. Develop and support key relationships in the community including Life Church, parents, students, staff, College Connect and Alumni as well as establishing links in the wider community
- d. Coordinate with the Primary and Secondary Schools to ensure smooth transitions and continuity of learning
- e. Liaise with the Deputy Principal/Head of Campus (Middle & Secondary), Head of Secondary and Head of Campus (Primary) to ensure consistency, clarity and cohesion between sections of the school regarding the school culture, pedagogical beliefs and practices and administrative procedures
- f. Create a culture and work environment which promotes and values professionalism, collaboration, teamwork, social justice, diversity and unity in Christ.
- g. Attend major College events and College Board meetings as requested by the Principal, including meetings of the College Connect.

5. Leading and managing holistic development in our community

- a. Promote the 'One College' approach to foster an all-inclusive environment
- b. Work with the Principal and Head of Community and Strategic Development on raising the profile of Brisbane Christian College both locally and internationally
- c. Lead improvement which encourages excellence and innovation
- d. Provide written reports as required to the Principal and, through the Deputy Principal/Head of Campus (Middle & Secondary), to the College Board, concerning the Middle School's activities, curriculum and student learning
- e. Organise and lead the Middle School Camp program through the Heads of Year.

6. Communication

- a. Oversee the organisation of Middle School ceremonies and events
- b. Appropriately communicate and disseminate information to students, staff, parents, and community bodies to ensure awareness of current and future activities
- c. Manage subject selection in the Middle School.

7. Student leadership

- a. Ensure academic engagement of all students in Middle School
- b. Ensure student welfare in liaison with Heads of House, Heads of Year, Family Group Leaders, College Pastor and College Counsellor
- c. Model and establish a culture of positive peer pressure, dress standards, self-discipline and punctuality
- d. Manage absentees/student rolls in conjunction with the Family Group Leaders
- e. Ensure integration of long-term and short-term international students in Middle School
- f. Plan and coordinate of the provision of Middle School College Socials, including the development of related policies and procedures
- g. Establish an induction program for all new students
- h. Ensure the BRIDGE BUILDERS® program is embedded.

In addition to the responsibilities described here, the Head of Middle School will perform any other duties and provide any other services necessary for the proper operation of the College and which may be reasonably required by the Principal and/or the College Management Team.



Brisbane Christian College

Wisdom and Knowledge through Christ

Brisbane Christian College is a ministry of Life Church

Application for Ministry Position

Head of Middle School

Please complete the following application form in your own handwriting.

Name of applicant	
Position being applied for	Head of Middle School
Date applications close	Monday, 28 September 2020

Statement of Faith

We believe the Bible is the inspired and infallible Word of God, which sets forth the truth of one God, the Creator, eternally existent in three persons: God the Father, God the Son and God the Holy Spirit.

We believe in the deity of Our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, and in His atoning death. We believe that Our Lord Jesus Christ is the Saviour of the world. We believe that after He died on the cross, that He rose again and then ascended into Heaven to the right Hand of the Father. We believe in His personal, soon to return to this earth in power.

We believe that the only means of forgiveness and cleansing from sin is through turning from sin and placing faith in Jesus Christ and His shed blood.

We believe in regeneration as an activity of the Holy Spirit in our lives, that we might be free from the power of sin.

We believe in the believer's baptism in water by immersion, identifying with Christ in his death, burial and resurrection.

We believe in the baptism of the Holy Spirit, according to the Acts of the Apostles, which is given to all believers who ask for it with accompanying gifts of the Spirit.

We observe the Lord's Supper as commanded by Jesus and believe in the resurrection of the saved to Everlasting Life and the lost to everlasting damnation.

We believe the Church to be Christ's body, expressing and manifesting His life, love and liberty to all, empowered to fulfil His specific commission to:

"Go therefore and make disciples of all the nations, baptising them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things that I have commanded you; and lo, I am with you always, even to the end of the age." Matthew 28:20

Staff Lifestyle Agreement

Using God's Word as the standard of truth and righteousness, our aim is to offer excellence in Christian education spiritually, personally and academically while maintaining a high standard of conduct as we train each child to develop their God-given talents to the full and for them to use these talents to glorify God and to become adults who reflect the College vision for our students. In helping Christian parents fulfil their responsibility to God for their children, the College aims at preserving Christianity and God-centred living by partnering with them throughout their time at the College.

Brisbane Christian 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. These teachings

are expounded and interpreted in many of Brisbane Christian College's public and internal documents, both printed and on the College's website, and are viewable by staff as part of their appointment process. These documents inform our understanding of the lifestyle values which staff who work in this school are required, subject to the provisions of the Anti-Discrimination Act 1991 (Qld) (the ADA), to respect and maintain at all times, and should be understood as source documents, defining our doctrines, tenets, beliefs or teachings.

All staff of Brisbane Christian College, regardless of their role, are ministers of the gospel. All staff are required to conduct themselves in a manner consistent with these principles and beliefs and in accordance with the Christian ethics of the College, as contained and interpreted in these documents.

The Bible exhorts us to pursue godliness and to model Biblical standards of behaviour to our peers and the wider society in both word and deed. It also calls believers to live in a way that avoids the risk that their attitudes and behaviour could be seen or understood as disobedient to God's Word.

College staff must therefore be active members of a local Church and meet together regularly as a body so that we may encourage one another. Life Church, the College and the parents of the children entrusted to us expect that our staff will be role models and witnesses of the Christian faith at all times, whether while at work or outside of work. College staff should live integrated lives and conduct themselves only in a manner worthy of the gospel of Christ, and to that extent they should behave at all times in a manner consistent with their witness and which avoids the appearance of sin.

It is a genuine occupational requirement, subject to the provisions of the ADA, of Brisbane Christian College that, consistent with the ADA staff members must not act in a way that they know, or ought reasonably to know, is contrary to the religious beliefs of Brisbane Christian College. Nothing in their deliberate conduct should be incompatible with the intrinsic character of their position, especially, but not only, in relation to the expression of human sexuality through heterosexual, monogamous relationships, expressed intimately through marriage.

If any members of staff have any doubt as to whether their future intentions may be contrary to this lifestyle agreement or need guidance, they should seek a member of College management to seek clarification of the College's Lifestyle expectations. The College may also request that you seek spiritual guidance from a member of the pastoral team at Life Church if it has any further concerns.

Staff are required to regularly and frequently attend a Christian church and to regularly and frequently support Staff Devotions and Staff Worship Services.

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

Employment Application Collection Notice

In applying for this position, you will be providing Brisbane Christian College with personal information. We can be contacted on 07 3719 3111, office@brisbanechristiancollege.com.au or PO Box 177 Salisbury Qld 4107.

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 for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.

The College's Privacy Policy, accessible on the College's website, contains details of how you may complain about a breach of the Australian Privacy Principles and how you may seek access to and correction of your personal information which the School has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others. Any refusal will be notified in writing with reasons if appropriate.

We will not disclose this information to a third party without your consent unless otherwise permitted.

The College may use online or 'cloud' service providers to store personal information and to provide services to the College that involve the use of personal information, such as email services. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about the College's use of online or 'cloud' service providers is contained in the College's Privacy Policy.

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.

Personal details

First name: Last name:

Address: State: Postcode:

Home phone: Work phone: Mobile phone:
(Please underline your preferred phone number for us to contact you)

Email:

Are you an Australian or New Zealand Citizen, or Australian Permanent Resident? ☐ Yes ☐ No

↳ If no, are you eligible to work in Australia? ☐ Yes ☐ No

Please provide a copy of your birth certificate or passport, or evidence of Permanent Residency or working visa with this application.

Do you hold a current Queensland Teacher Registration? ☐ Yes ☐ No If no, which state?

↳ Number: Expiry date: / / ☐ Provisional ☐ Full

↳ Has your Teacher Registration ever been cancelled? ☐ No ☐ Yes If yes, please give details:

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Please provide a copy of your Teacher Registration with this application.

Having read the description of the position in the advertisement, is there anything in your personal circumstances that may affect your ability to carry out the inherent requirements of the position?

☐ No ☐ Yes If yes, please give details:

Qualifications

Tertiary Education and Training: What degrees, diplomas or other professional qualifications do you hold?

Degree, Diploma etc and level of achievement	Name of institution	Year conferred
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What were your Major and Minor fields of study?

Secondary Schooling:

Name of school: Grade and year of completion:

Other qualifications or certification: Do you have any other qualifications? Please include professional development, First Aid certification, Bible College or Christian education courses.

Qualification/course/program:

Name of institution: Year completed:

Qualification/course/program:

Name of institution: Year completed:

Please list any professional memberships:

Name:

Date joined: / /

Level:

Name:

Date joined: / /

Level:

Referees

If you are short-listed for this position, these referees will be contacted prior to your interview. Please inform them of this procedure. If you wish to include a written reference as part of this application, please feel free to do so.

Current Minister/Pastor or fellowship leader

Name:

Position/responsibility:

Church:

Preferred phone contact number:

Current Principal

Name:

Position/responsibility:

School:

Preferred phone contact number:

Previous Principal

Name:

Position/responsibility:

School:

Preferred phone contact number:

Other

Name:

Position/responsibility:

Company:

Preferred phone contact number:

Christian Faith

Christian faith: How long have you been a follower of Christ?

Give a brief account of your conversion and Christian experience:

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What do you believe are your spiritual gifts?

What evidence do you have to support this?

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Church Involvement: Are you an active member of a church or fellowship group? ☐ Yes ☐ No

Church name: Minister's name: Phone:

When did you begin involvement there?

In what capacities do you serve in your church?

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Please list your involvement in other community activities:

Christian walk: How does the Holy Spirit impact your leadership life?

Matthew 28: 18-20 How will you ensure this occurs in our Middle and Secondary Campus?

Psalm 133 How will you ensure you live out this scripture with the Deputy Principal/Head of Campus (Middle & Secondary), Head of Secondary School, Head of Campus (Primary) and Principal?

What do you think a Christian School’s position ought to be regarding the following?

The authority and historical accuracy of the Bible:

The theory of evolution and its relationship to what the Bible teaches:

Marriage and one’s gender?:

Career aspirations

Describe your career goals over the next ten years:

Employment History

Current employment

Employer:

Position held: Date commenced employment: / /

Achievements:

Have you been through an appraisal process in the past five years (current or previous employment?)

☐ Yes ☐ No If yes, please attach a copy of any formal appraisal report.

What is your **current** salary and conditions?

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Why are you looking to leave your current school or employment?

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Is your current employer aware of your application?

Previous employment

Do not leave gaps in your employment history dates. More detail on grades and subjects taught are asked in subsequent tables.

<i>Most recent to least recent</i>	<i>From</i>	<i>To</i>	<i>Name of Employer</i>	<i>Responsibilities</i>	<i>Achievements</i>	<i>Reason for leaving</i>

Duplicate this table if further space is needed

Special interests and experience

Please give details of any areas:

Describe your proficiency with technology, with a particular emphasis on technology in learning and your own professional development:

What unique qualities and character traits do you have that will ensure you establish our College as the preferred place of learning?

Please express why you should be short-listed for this ministry position?

Approach to Leadership

Learning to lead is at the heart of a Head of Middle School’s daily practice, and great leaders never stop learning. How have you established this character trait and culture within your current community?

How do you model being an anointed learner leader?

What techniques have you used to engage all stakeholders to build a Christ-centred community?

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In your past leadership positions, how have you embedded a culture of continuous school improvement through research and evidence?

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How have you developed a team of educators with high aspiration for learning?

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How have you successfully shaped team and student culture?

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How has your leadership increased student engagement and student outcomes?

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How do you use data to strengthen your current teaching team?

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Articulate your experience in whole school curriculum leadership?

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Explain your experience in, and the benefits of using an LMS:

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How do you measure your past successes as a school leader?

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How will you establish a Christ-centred Middle School community which strengthens the entire Middle and Secondary Campus community?

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How will you ensure our College Values are further embedded through your leadership?

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How will you develop anointed learner teachers?

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How will you complete an audit of the Middle School’s current strengths and areas that need immediate attention?

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How will you build the preferred Middle and Secondary Leadership team?

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How will you ensure our Middle School curriculum, assessment and pedagogy are based on the highest academic standards?

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How will you develop these vital areas within every class under your leadership?

- Thorough understanding of essential knowledge:

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- Critical thinking and problem-solving skills:

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- Habits of the mind:

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How will you ensure Year 8 children transition into Year 9 with the highest academic standards and capabilities?

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What will be your legacy after serving the Brisbane Christian College community?

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Other Information

Has any investigation or disciplinary action been taken against you relating to your good character or previous employment? ☐ No ☐ Yes If yes, please give details:

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Have you ever been arrested for, or convicted of, any criminal act? ☐ No ☐ Yes
If yes, please attach details

Do you have any outstanding criminal charges or enquiries against you before a court? ☐ No ☐ Yes
If yes, please attach details

Do you have any outstanding criminal charges pending against you before a court? ☐ No ☐ Yes
If yes, please attach details

Have you ever been formally accused of a crime related to children? ☐ No ☐ Yes
If yes, please attach details

Declaration

I (print name) _____ declare that:

- The College's Lifestyle Statement is aligned to my personal lifestyle, and the College's Statement of Faith aligns with my personal belief around God, Jesus and the Holy Spirit.
- The information I have provided is true, complete and correct to the best of my knowledge.
- I hereby give permission for Brisbane Christian College to make such investigations as Brisbane Christian College deems necessary regarding the information included in this application form. I understand that any misrepresentation or material omission made herein or in any other documentation requested would make me liable to termination of services.
- I have provided full details of any investigation or disciplinary action taken against me relating to my good character or previous employment.
- I have provided full details of any criminal convictions, outstanding criminal charges or enquiries against me before a court, and/or outstanding criminal charges pending against me before a court.
- The information I have provided is true, complete and correct to the best of my knowledge.

I (print name) _____ understand that:

- If I am a short-listed applicant Brisbane Christian College will contact my current employer and other referees for a reference without notifying me.
- I will only be contacted if I am short-listed for an interview.
- If unsuccessful, Brisbane Christian College may store this information for up to twelve weeks and that Brisbane Christian College will not disclose any information enclosed to a third party without my consent.

Signature:

Date: / /

How to submit your application for employment

CHECKLIST

Your application for employment will consist of the following:

- ☐ a video and cover letter as described in the 'How to Apply' section of the 'Middle School Application Pack'
- ☐ copies of all qualifications you listed in the Application Form
- ☐ copies of all documents asked for in the Application Form
- ☐ this completed application form.

Post, email or deliver your application for employment to:

POST: The Principal
Brisbane Christian College
PO Box 177
SALISBURY QLD 4107

EMAIL: papincipal@brisbanechristiancollege.com.au
Please send documents in PDF format

DELIVER: Middle and Secondary College office
63 Fairlie Terrace, SALISBURY QLD 4107