

# THE HAMILTON and ALEXANDRA COLLEGE

A Co-Educational Day and Boarding School

We *empower* our students and teachers to have the *confidence* to *lead*, to *dream big* and to *take risks*.

We *aspire* to be our *best* possible selves and to *contribute* whatever we can.

We want school to be a place where all feel *welcome* and where our students have a strong sense of *belonging* and *joy*.

We will measure our *success* by how we *serve* our *community* now and throughout our lives.

[www.hamiltoncollege.vic.edu.au](http://www.hamiltoncollege.vic.edu.au)

A long and proud history of quality education since 1871.  
Associated with the United Church in Australia.  
A Member of the Victorian Ecumenical System of Schools.



**THE HAMILTON AND ALEXANDRA COLLEGE**  
A Co-educational Day and Boarding School from ELC – Year 12  
In Hamilton, Western Victoria

The College seeks expressions of interest for a

**SENIOR CHEMISTRY TEACHER**

**This is a permanent fulltime position; commencing Term 1, 2018**

The Hamilton & Alexandra College came into existence as a co-educational school in 1962 when Hamilton and Western District Boys' College (founded in 1871 as a school for boys) amalgamated with Alexandra College (founded in 1872 as a school for girls). In the early years, the two schools served as University Colleges preparing students in their first year of tertiary education. The schools were built by Western District residents, so that their children could receive a first class independent education in their own district. Before amalgamation, each school came under the control of the Presbyterian Church, and 1962 saw the formation of Australia's first co-educational Presbyterian day and boarding school. The Hamilton and Alexandra College is now associated with the Uniting Church in Australia and a member of the Victorian Ecumenical Schools System. The school is a Company limited by guarantee under the direction of a Board, which appoints the Principal who is responsible for the management of the whole school. The Principal is in turn responsible to the College Board. Our focus is to seek the best for and from every student.

**A. THE POSITION**

The College is looking to appoint a dynamic and inspirational teacher that will work collaboratively within the successful science faculty. We seek a teacher who can develop excellent relationships with our students and school community. The successful applicant must be qualified to teach VCE Chemistry at Year 11 and 12 level as well as Junior Science.

Further details about this position can be obtained by contacting Mrs Rebekah Bonnett, via email [rbonnett@hamiltoncollege.vic.edu.au](mailto:rbonnett@hamiltoncollege.vic.edu.au) or telephone (03) 5572 1355.

**B. DUTY STATEMENT FOR CHEMISTRY TEACHER**

The Principal undertakes responsibility for all aspects of the management of the College and he delegates appropriate responsibility and authority to the Head of Science.

Specific Duties and Responsibilities:

- The successful applicants will be expected to teach at a range of year levels.
- It is expected that the successful applicants will be fully qualified and registered to teach in a Victorian School. The person must have VIT teacher registration or interstate equivalent. Teachers without registration (or who will be unable to be registered) cannot be considered. A full and up to date police check is required for all candidates.
- Each teacher will take on a House Mentor's role. The House Mentor is the first point of contact for parents of students in a Pastoral Care Group under the direction of the Head of House.
- available for commencement of full duties at the commencement of the 2018 school year.
- aware of modern trends in education and willing to utilise technology in their teaching.
- aware of developments with the Australian Curriculum.

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- keen to enthuse their students and to create in them a love of learning.

All staff are expected to be involved the school's co curricular program. A mentor is appointed for all newly appointed teachers at the College.

### **C. THE EDUCATIONAL PLAN AND AIMS OF THE COLLEGE**

The Strategic Plan (2014 – 2018), annual reports, and the vision of the College are to be found on the College website: [www.hamiltoncollege.vic.edu.au](http://www.hamiltoncollege.vic.edu.au).

It is a condition of employment that staff comply with all the policies and practices of the College and that conduct is consistent with the Christian ethos of the College. All staff must be fully supportive of the aims of the College.

Dress standard for staff is conservative in nature and smoking is prohibited on the College site. All teaching staff at College must have an appropriate first aid certificate.

### **D.. CHILD PROTECTION**

The successful applicant will be subject to employment screening processes by the VIT.

### **E. SELECTION GUIDELINES**

It is expected that the successful candidate will have:

- demonstrated success as a dynamic and successful classroom practitioner;
- the ability to refine and further develop the programs, including VCAA requirements and ICT integration into the curriculum;
- exceptional leadership, team building, people, organisational and communication skills;
- a sound understanding of the learning needs of boys and girls;
- appropriate tertiary qualifications;
- a genuine appreciation and commitment to pastoral care;
- a willingness to participate in the school's co-curricular program;
- demonstrated knowledge and understanding of WHS and safe work practices; and
- support of the Uniting Church ethos.

It is recommended that you use this information, the information contained on the College's website and your own initiative to present a curriculum vitae that reflects you, your career to date and your priorities.

Short-listed applicants will be required to teach a lesson (venue to be determined and undertake a presentation to the selection panel prior to an offer of appointment.)

### **F. PACKAGE**

An attractive remuneration package commensurate with the responsibilities of the position. Sons and daughters of teaching staff educated at the school receive generous remission off tuition fees.

### **G. GUIDELINES FOR THE APPLICATION:**

[www.hamiltoncollege.vic.edu.au](http://www.hamiltoncollege.vic.edu.au)

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- To apply for this position you must be eligible to work in Australia, e.g. hold an appropriate and current Australian work visa or be an Australian citizen.
- Applications should not be more than four A4 pages as one attachment (PDF format preferred). Applications should have a covering letter of not more than two pages, which includes a statement in support of your candidacy.
- All applications will be acknowledged after the closing date. Address your application to [admin@hamiltoncollege.vic.edu.au](mailto:admin@hamiltoncollege.vic.edu.au)
- Applications must also include the following information:
  - Personal details (a photograph is optional)
  - Qualifications (please include the date of each qualification and the name of the institution awarding the qualification). Short-listed applicants will be asked to bring original documents or certified copies of transcripts of qualifications and statements of service to the interview
  - A summary of your current position
  - A concise summary of your employment history (beginning with the most recent position)
  - Membership of any professional associations
  - Co-curricular interests and expertise
  - Names, positions and contact details for three (3) referees i.e. Must include referees that hold supervisory positions.

Applications close by 6.00pm on Monday 18 September 2017.

Dr Andrew Hirst  
5 September 2017

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