



THE  
**HAMILTON**  
AND ALEXANDRA COLLEGE  
CONFIDENT FUTURES

## JUNIOR SCHOOL TEACHER

Fixed Term Maternity Leave Cover  
Commencing beginning of Term Two 2024 or by negotiation

The Hamilton and Alexandra College is a leading regional, independent, co-educational, day and boarding school from Early Learning to Year 12.

The College has a future-focused academic program that nurtures and develops the whole child, providing opportunity to pursue and develop passions and to achieve to the highest standard.

Staff at The Hamilton and Alexandra College form a team of highly skilled, specialised and committed teachers and educational support team members. The College is proud of its rich history of strong academic achievement and of the opportunities it offers.

The Hamilton and Alexandra College Junior School is set on 14 hectares and the heritage listed Myrniong Homestead is part of the school. The campus has students from Early Learning to Year 6 and is a wonderful environment to work in.

### **Position**

The Hamilton and Alexandra College seeks applications for a primary school level teacher to join the Year 5 classroom in 2024.

This is a part-time position for maternity cover at 0.6, however both part-time and full-time applicants are encouraged to apply. The position is a fixed-term position until the end of 2024, with the possibility of an ongoing position for the right candidate.

The College Junior School provides a rich, diverse and engaging curriculum for students. Programs are developed to cater for different learning styles and with the aim of meeting individual learning needs. Individuals are encouraged to take responsibility for their learning through goal setting and self-assessment. The emphasis of classroom programs is to ensure a solid foundation and competencies in the areas of literacy and numeracy.

The position reports to the Head of Junior School and is supported by a passionate and experienced teaching team.

### **A Safe and Supportive Working Environment**

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. Leadership and coaching opportunities exist for qualified applicants.

The Hamilton and Alexandra College is a child safe employer and is committed to the welfare and protection of children. All employees are required to comply with the College's Child Safety and Wellbeing Policy and Child Safety Code of Conduct. Applicants will be required to hold a current Working with Children Check or be willing to obtain one.

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**WWW.HAMILTONCOLLEGE.VIC.EDU.AU**

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**Senior and Middle Years** 1 Chaucer St Hamilton Vic 3300 E [reception@hamiltoncollege.vic.edu.au](mailto:reception@hamiltoncollege.vic.edu.au) P +613 5572 1355  
**Junior School** Cnr Kent Rd and McArthur St Hamilton Vic 3300 E [jsreception@hamiltoncollege.vic.edu.au](mailto:jsreception@hamiltoncollege.vic.edu.au) P +613 5571 1066  
Postal Address PO Box 286 Hamilton Vic 3300  
ABN 87 006 456 266 ACN 006 456 266

## ***Purpose and Responsibilities***

It is expected that the successful applicant:

- is fully qualified and has VIT registration or interstate equivalent
- is abreast of Australian Curriculum developments
- is well versed in 'thinking curriculum', including the use of critical and creative thinking skills, graphic organisers, strategic questioning and student self-assessment approaches
- is a competent user of learning technologies and is committed to updating their skills in this area
- is committed to ongoing professional learning, including participation in video observation of own classes and classes of others.
- is confident in developing their skills and knowledge across all levels of primary schooling and is prepared to teach across all levels.
- demonstrates collegial support and professional sharing.
- demonstrates duty of care for students within their class and the wider school community.
- maintains effective communication with parents, which includes regular diary communication, the development of curriculum newsletters each term and participation in parent information evenings
- expects a high standard of student behaviour
- develops an effective and stimulating classroom learning environment
- works with staff across other year levels, to develop and deliver a rigorous and challenging curriculum, documented in yearly overviews, term planners and inquiry units which reflect the College's educational philosophies, including *'Curriculum Planning for Understanding – Understanding by Design'*.
- keeps a daily work program which caters for individual learning needs
- maintains thorough records of learning and assessment and provides parents with formal interviews and reports, in accordance with the reporting schedule
- organises and runs excursions and camps
- attends scheduled after-school meetings and is prepared to schedule planning meetings with other staff members after school
- provides opportunities for students to engage in competitions and learning opportunities beyond the context of the school
- will be an active participant in our House (pastoral care and competition) structure.

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### **Communication Requirements**

- Excellent written and verbal communication.
- Ability to present to staff, parents and the wider community.
- Confident use of a range of online platforms to support student learning.

### **Remuneration**

The College operates under the Independent Schools' Award, with salaries set above the Award and comparable with independent schools of a similar size. Salary levels are commensurate with experience, with leadership and responsibility salary levels applied where appropriate.

### **Applications**

Applications should be submitted via email to [admin@hamiltoncollege.vic.edu.au](mailto:admin@hamiltoncollege.vic.edu.au). Applications must include:

- a cover letter of no more than one page
- a current curriculum vitae
- the details of three professional referees.

Applications should be addressed to:

The Principal  
Mr Michael Horne  
The Hamilton and Alexandra College

Shortlisted candidates will be invited to attend an interview.

After reference and child safety checks are completed, a verbal offer will be made to the preferred candidate. Once accepted, a written offer will follow.

**Application due date: Monday, 8 April 2024** (*applications will be processed on receipt*)

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