



## ENGLISH AS AN ADDITIONAL LANGUAGE

Start date negotiable

We are seeking a English as an Additional Language (EAL) Teacher to join our English Department. This position is part-time position, one day per week, during Term time with flexible hours for the right candidate.

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's growth, providing opportunities to pursue and develop passions and achieve the highest standard of their abilities.

Staff at The Hamilton and Alexandra College are a team of highly skilled, specialised and committed teachers and educational support team members.

### *Context of the Role*

The English as an Additional Language (EAL) is a member of the English Department working with our growing number of international students to ensure that they are provided with the relevant support to enhance their learning experience and achievements, while maintaining compliance requirements and completion of administrative tasks.

### *Purpose and Responsibilities*

To oversee, plan and deliver an EAL curriculum and course, including to:

- Teach English as an Additional Language (EAL) to students across Years 7-12.
- Deliver engaging, differentiated lessons that support language acquisition and literacy development.
- Collaborate with colleagues to support inclusive practices and culturally responsive pedagogy.
- Monitor and assess student progress, maintaining comprehensive records and reporting to families where appropriate.
- Advise EAL students' other teachers about appropriate strategies to support English language acquisition across classes.

### *Requisite Skills and Experience*

**The successful applicant will have:**

- Registration with the Victorian Institute of Teaching (VIT).
- Full working rights.
- Qualification in Secondary Education with a relevant major or minor in English and/or EAL.



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- Demonstrated experience teaching EAL in a secondary school setting.
- Strong knowledge of the Victorian Curriculum, with the ability to differentiate for students from diverse backgrounds.
- Excellent communication, collaboration, and classroom management skills.
- A commitment to student wellbeing, engagement, and continuous professional growth.
- Experience and/or qualifications in working with children and adolescents requiring academic and/or social support.
- Capacity to work in a team environment both independently and with others.
- Confidence in using ICT.
- Effective written and oral communication skills.

### Skill requirements

The successful applicant will be able to demonstrate:

- Integrity and professionalism
- Excellent communication skills
- Sound personal organisation
- Strong Information and Communication Technology knowledge and skill
- Significant experience in a position of responsibility working with school aged students
- Ability to meet team and personal deadlines
- Ability to work effectively as part of a team

A staff mentor is provided to all newly appointed staff 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 willing to obtain one.

### *Application Process*

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 two professional referees.

Applications should be addressed to:

The Principal  
Dr Michael Horne  
The Hamilton and Alexandra College



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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.

Applications will be processed on receipt