



Learning Support and Enrichment Coordinator

Full Time - Term 3 Start

OCS is seeking an experienced and dedicated learning support and enrichment coordinator to join the Executive team.

Strong communication and interpersonal skills, teaching competence and an ability to be flexible are essential. NESA Teacher Registration and WWCC required.

Successful applicants will be committed Christians, active in a Christian church and be able and willing to teach from the school's Christian perspective.

Scroll down for the full list of desired attributes and a full job description

Interested applicants should fill out the application form and email to

Jaimie at ocs@ocs.nsw.edu.au

or call (02) 6362 7258 for more information.

Learning Support and Enrichment Coordinator

Desired Attributes:

- A growing Christian who is wholeheartedly seeking a relationship with Christ.
- Full agreement with the OCS Statement of Faith
- Demonstrates a servant's heart, loving people and desiring their highest good always.
- Adopts a Christ-centred approach in care and support of students with additional learning and socio-emotional needs
- Is able to identify student learning needs effectively and develop best practice and well researched strategies to meet those needs
- Is familiar with a wide variety of student learning and socio-emotional needs and their impact on student learning such as autism spectrum disorder, dyslexia, low cognitive ability, anxiety and depression and emotional disturbances
- Is an exemplary educator who promotes an academic rigorous curriculum to engage students of all abilities
- Adopts effective behaviour management strategies to enhance learning and student participation
- Understands the role of parents, carers and other key health professionals in supporting students
- Shows initiative, and is an effective communicator and problem solver
- Has tertiary qualifications in Learning Support and/or gifted education
- Has suitable qualifications and/or experience implementing literacy intervention programs such as Mini-Lit or Macqlit program

ORANGE CHRISTIAN SCHOOL – POSITION DESCRIPTION

POSITION TITLE: LEARNING SUPPORT AND ENRICHMENT COORDINATOR (K-12)

CLASSIFICATION LEVEL: POSITION OF RESPONSIBILITY – LEVEL 1

(This is a new Coordinator 1 permanent position, commencing Term 3, 2023)

FULL TIME/PART TIME: FULL TIME

REPORTS TO: DEPUTY PRINCIPAL

The vision of the School is:

“To raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God.”

Each staff member is to be active in promoting this vision through their role within the school.

Core Purpose

The role of the Learning Support and Enrichment (LSE) Coordinator at Orange Christian School is to implement elements of the OCS Strategic Plan by overseeing all aspects of developing positive educational outcomes for students with additional learning and socio-emotional needs within the Academic Growth Centre (AGC).

As such, the LSE Coordinator must be fully supportive of the mission and vision of Orange Christian School, and willing to operate as a member of the Prep to Year 12 Executive Team.

1 Personal Attributes

The LSE Coordinator shall:

- (i) possess a passion for Christ and a desire to live truthfully, as a growing Christian, exhibiting the fruit of the Spirit of God through a life lived in harmony with the Gospel of Jesus Christ
- (ii) be willing and able to share faith, as it impacts on this role within the School
- (iii) be an active member of a Church Community

(iv) adopt personal and professional conduct that is above reproach at all times as a role-model to all members of the school community

Preferable:

- Is familiar with the requirements of Schools Online and NESA's Disability Provisions criteria
- Is familiar with the academic and socio-emotional needs of gifted students
- Has conducted Professional Development workshops for staff promoting Learning Support and/or differentiation within a school
- Is familiar with ICT and assistive technologies that are relevant to learning support
- Experience in Christian Schooling

(v)

2. Role Description

The LSE Coordinator is a key position within the Executive Team of Orange Christian School. The LSE Coordinator will be a suitably qualified and experienced educator who will develop, implement and oversee the learning support and enrichment programs within the school. The LSE Coordinator will coordinate teacher aides and staff involved in learning support and enrichment activities to support the OCS aim to see all students grow in confidence and achievement.

Leadership Responsibilities:

- Development and implementation of the AGC Strategic Plan, focusing on the continuing development of the AGC as a key service of OCS

The LSE Coordinator will:

- Work in partnership with families to develop Individual Learning Plans or School Care Plans for students with specific learning needs.
- Develop a case management system that effectively tracks student progress across the school years

- Effectively work alongside teaching staff and offer best practice and well researched strategies to effectively differentiate the curriculum.
- Provide guidance to Teacher's Aides, under the leadership of the Deputy Principal, to support student learning within the classroom and offer, where appropriate, targeted intensive withdrawal programs.
- Assess students and complete records, as required for the Nationally Consistent Collection of Data (NCCD)
- Coordinate the disability provisions for students who meet the NESA benchmarks for adjustments to assessments and examinations
- Promote the goals of the AGC, creating a reputation where research and best practice methods are utilised to meet the learning and socio-emotional needs of students
- Be familiar with key screening assessment tools such as YARC, and legislation impacting students with a disability such as the Disability Standards for Education (2005)
- Coordinate the School's STAR program (homework and study support after school Mon - Thur) by ensuring STAR staff have the necessary resources to facilitate the program

There is no teaching load currently expected, however the AGC will be timetabled to attend classes to work alongside teachers, facilitate intensive withdrawal groups, and support students were needed.

4. Accountability

The LSE Coordinator shall:

- report directly to the Deputy Principal
- provide any information to the Principal as and when required



Orange Christian School Prep to Year 12

VISION: To raise up effective leaders of godly character who will blend academic achievement and biblical truth, to influence society for the glory of God

Employment Application Form

Mandatory Requirements

Please return this form together with:

- ☐ Cover letter addressing requirements for the position
- ☐ Your resume
- ☐ Working With Children Check number
- ☐ Certified copies of relevant qualifications/ academic transcripts
- ☐ Letter from current minister/ pastor
- ☐ Any other supporting documentation
- ☐ NESA Teacher number + accreditation status (Teachers Only)
- ☐ Statement of Service (Required prior to employment offer)

Applicant's Name:

Position applied for:

- ☐ Full-time
- ☐ Part-time
- ☐ Casual

Thank you for your interest in applying for a position with Orange Christian School.

Please forward your completed Application + supporting documents to Jaimie Honeysett, Principal's Assistant. **Email:** ocs@ocs.nsw.edu.au

The Principal, Mr Ken Greenwood

Orange Christian Schools Ltd 500 Cecil Road ORANGE NSW 2800

Ph: 02 6362 7258 **Fax:** 02 6362 7441 **email:** ocs@ocs.nsw.edu.au

www.ocs.nsw.edu.au A.C.N. 002 302 776 A.B.N. 50 002 302 776

Please complete in BLOCK LETTERS

Questions marked with an asterisk (*) are optional

Title	<input type="text"/>	*Country of birth	<input type="text"/>
Surname	<input type="text"/>	*Nationality	<input type="text"/>
Given name/s	<input type="text"/>	*Aboriginality	<div><input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Both Aboriginal and Torres Strait Islander <input type="checkbox"/> None</div>
Teachers only – NESA number	<input type="text"/>		
Date of birth	<input type="text"/>		
	<small>Required for verification of WWCC</small>		
*Gender	<input type="text"/>	*Marital status	<input type="text"/>
*Children	<div>If you are considering enrolling your children at the school, into which year/s would they be enrolled?</div>		

Street Address	<input type="text"/>		
Suburb	<input type="text"/>	Postcode	<input type="text"/>
State	<input type="text"/>	Postal Address, if different	<input type="text"/>
Phone	<input type="text"/>		
Mobile	<input type="text"/>		
Email	<input type="text"/>		

CHILD SAFETY REQUIREMENTS

Please note: It is an offence under the *Child Protection (Working with Children) Act 2012 (NSW)* for a prohibited person to engage in 'child-related work'. All applicants are required to supply their Working With Children Check number for verification by the school prior to commencing work. Further details: www.kidsguardian.nsw.gov.au

WWCC No.	<input type="text"/>	Expiry Date	<input type="text"/>
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CHRISTIAN FAITH AND EXPERIENCE

Church you attend:

How long have you attended: Name of Pastor/Minister:

Outline your past and current involvement in church and/or Christian ministry:

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Describe your habits regarding prayer and Bible study:

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Please state, in a few words, your view of Scripture:

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What is your motivation for working in a Christian School?

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Additional Questions for Teaching Applicants Only

Describe your approach to blending academic content with Biblical truth:

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Describe your approach to creating a productive and effective classroom environment:

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What values do you seek to model as a teacher?

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Outline your experience in curriculum development:

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PERSONAL INFORMATION

HEALTH INFORMATION

Do you have any pre-existing injury or health condition that may impact upon your ability to safely perform the inherent requirements of this position? Yes ☐ No ☐

If yes, please provide details:

Applicants who have a health condition are invited to discuss its relevance or otherwise to their prospects for employment.

CONVICTIONS

Do you have any current convictions for any offences from any court, or are you currently the subject of any charge pending before any court? You do not need to give details of any conviction which you have had declared spent (Spent Convictions Act 1988) Yes ☐ No ☐

If yes, please provide details:

You will be given the opportunity to discuss the matter if it is considered relevant to an appointment decision.

OTHER MATTERS

Are there any other facts, limitations or issues of which the school should be aware?

QUALIFICATIONS

Please attach certified copies of your qualifications to this application.

YEAR	QUALIFICATION	SPECIALISATION	INSTITUTION

EMPLOYMENT HISTORY

Please provide a brief description of relevant employment history

YEAR	EMPLOYER	POSITION & DUTIES

Please attach details of further training or skills that may be relevant to your application

Are you a member of any Professional Associations? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please list:
Skills/ competencies that you possess e.g. First Aid Certificate
Interests/ hobbies where you have special training or ability e.g. music
Community or service groups you are involved with

REFEREES

Please include details for at least one referee for each category below.

Be aware that in processing your application the school shall contact your referees, including your immediate past employer in regard to any outstanding child protection or disciplinary matters.

Character Referees (Friend or Colleague):

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

Professional Referees (Principal, Supervisor or Employer):

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

Pastoral Referees:

1. Name:	Position:
Workplace name & address:	Daytime contact number:
2. Name:	Position:
Workplace name & address:	Daytime contact number:

Please note that a **written reference from the pastor or a church leader** from the church that you are currently attending is also required.

STATEMENT OF FAITH

We believe:

1. That the bible alone is the inspired Word of God and the final authority for Christian belief and conduct.
2. There is one God, eternally existent in three persons, Father, Son and Holy Spirit, as sovereign Creator and Ruler of the universe.
3. In the Deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father and His personal return in power and glory.
4. In the actual existence of Satan who is the father of all evil and opposed to God, ultimately subject to the purposes of God and destined to be confined forever in hell.
5. Man by nature is sinful and salvation is obtained by faith in Jesus Christ alone and His atoning works.
6. New birth (regeneration) by the Holy Spirit is absolutely essential for salvation.
7. The Church, the indivisible body of Christ, bound together by the Holy Spirit consists only of those who are born again.
8. In the resurrection of the saved unto everlasting life and blessedness in Heaven and the resurrection of the unsaved into everlasting punishment.
9. In the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly obedient life and in the bestowing of the gifts of the Spirit and the manifesting of the fruit of the Spirit in the life of the believer.
10. In Christ's great commission to the church to go into all the world and preach the gospel to every creature baptising those who believe.
11. God commanded us to love one another as Christ loved us.

DECLARATION

I declare that the information I have provided in this application is true in all respects. I acknowledge that any statement that is found to be false or deliberately misleading will make me, if employed, liable for dismissal.

I understand that if I am the preferred candidate for this position, screening processes shall be carried out to ascertain my suitability. I consent for such checks to be completed.

I believe in, and fully support, the Association's Statement of Faith (above), as well as school policies and educational goals.

Applicant's Name (print): Date:

Signature.....

- ☐ In the event that my application is not successful, I agree to the school keeping it on file for up to six (6) months, should another position become available
- ☐ I DO NOT agree to the school keeping my application on file

PRIVACY STATEMENT

Orange Christian School is subject to the Privacy and Personal Information Protection Act 1998. The information that you provide will be used for the purpose of assessing your application and, if successful, for administering your employment at the school. The information will be stored securely. For more information, see the school's Privacy Policy, and Standard Collection Notice, available on the school's website. If you have a concern or complaint about the way your personal information has been collected, used, or disclosed, please contact the school.