



Orange Christian School
Teaching Children - Growing Leaders



PRINCIPAL

Commencing January 2024

Information and Application Details

The Principal is responsible for implementing the vision and mission of Orange Christian School within the context of the overall organisation. They are to show godly leadership, expressing an outworking of their faith not only in the way in which they relate to staff, students and parents, but all the other interactions they have in their capacity as Principal.



THE POSITION

The Board of Orange Christian School is calling for applications from experienced and talented Christian educators for the position of Principal, commencing in January 2024.

OCS is a strong, well-resourced, co-educational, K to Year 12 school of around 440 students. It also operates a Community Preschool (Prep) for 4-year-old students. The school is growing in enrolments and is looking to expand to 700 students within 10 years. This is therefore an exciting opportunity to lead a very well-established Christian educational community into its next significant phase of development.

The Principal will be a committed Christian with a very clear understanding of Christian Education. Strong communication skills, the ability to wisely lead and guide a competent management team, and a warm, relational, community-focused leadership style are all essential to the role. The Principal is the chief advisor of a committed and supportive Board of Directors who are elected from the Association of Orange CS Ltd.

The Principal is supported by a competent Senior Executive Team, comprising a Deputy Principal and Business Manager, and an Executive Team including Head of Primary, Head of Secondary, Head of Teaching & Learning, and Head of Student Development.

The Principal is supported by the Business Manager in reporting to the Board and working with the Board on two standing committees: The Finance Committee, chaired by the Treasurer, and the Facilities Master Planning Committee, chaired by a Board member with significant planning experience.

Orange Christian School is a member of Christian Education National (CEN), an Australia-wide group of 55 associations that together govern more than 80 schools of approximately 23,000 students and 2,000 teaching staff. These are schools where parents and teachers work in collaboration to prepare their children to serve God and their neighbours in the world, according to the gifts God has given them.

In addition to CEN, OCS is also a member of AISNSW. We access the Christian Schools Staff Relations service provided by Christian Schools Australia. Political advocacy is provided through our membership of Australian Association of Christian Schools (AACS). Familiarity with the philosophy of these organisations is desirable.

OUR 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.

OUR MISSION

In partnership with parents, Orange Christian School provides affordable education that brings honour and glory to God. OCS gives each child a Christ-centred education as a complete person created by God in His image:

Academically - to see the world from God's view

Spiritually - to view themselves in relation to God

Socially - to see others as God sees them



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.





OUR VALUES

These values summarise both the educational school's approach to educational delivery, and the character qualities the school seeks to instill in its students. The acronym C.H.R.I.S.T. assists in communicating and remembering the school's core values.

C - Creativity (approach to learning). The School encourages an enquiring student mind and the pursuit of learning as a life-long endeavour, exploring the world that God has created.

H - Humility (view of self). Kindness, compassion, selflessness, generosity, grace, peacemaking, empathy, and self-control are key personal characteristics that the school promotes and models after Jesus' example within our community.

R - Respect (attitude to others). Valuing others through God's eyes sets a high standard regarding all interpersonal relationships in the School community.

I - Integrity (being authentic in faith and life). Developing a realistic and God-centred view of ourselves and others that allows development of faithful, purposeful, and committed services of God and others even where no rewards for such behaviour exists.

S - Strength (growth mindset). Development of God-given skills and talents beyond existing capabilities within the School community.

T - Truth (deep understanding). Gaining insight and wisdom in life and learning through understanding God's created world and how this revolves around Christ and His love for all people.





OUR DISTINCTIVES

For more than 40 years, we've provided an extensive Christian education to hundreds of children, and supported families in Orange and the Central West.

We're passionate about engaging students with lifelong learning in partnership with parents; encouraging academic growth and Christian discipleship.

We serve each of our 480 students and their families by focusing on offering the following opportunities:



Academic Growth

School should be a place where a child is challenged to learn and grow. We believe that students will flourish when given the opportunity to discover things that awaken their curiosity and set them buzzing to learn more.



Parent Partnership

Kids do better at school when parents and teachers work together. We believe parents know their children deeply, and that parental insight and input is vital for a well-rounded education.



Christian Discipleship

The greatest hope of a Christian parent is to see your child develop a genuine faith in Christ and grow in Christian character. We believe that each child is intrinsically known and valued by God and they can truly know Him personally.



Student Wellbeing

If children aren't coping with emotions or change, they won't get the most out of their education. We focus on student wellbeing so every child has the capacity, skills, strategies and resources to navigate life with resilience and purpose.



Co-Curricular Opportunities

Participation in co-curricular activities, and increased physical activity is linked to positive academic outcomes and wellbeing. We believe every child should feel the joyful fizz of curiosity that comes from investigating something new.



GOVERNANCE

Orange Christian Schools Ltd is a non-denominational Christian school which is governed by a School Board, in accordance with the School's Constitution. Board members are elected from the OCS Association.

The Principal is appointed by the Board and is responsible for the day-to-day management of the school in accordance with the authority delegated by the Board and the strategic directions set by the Board.

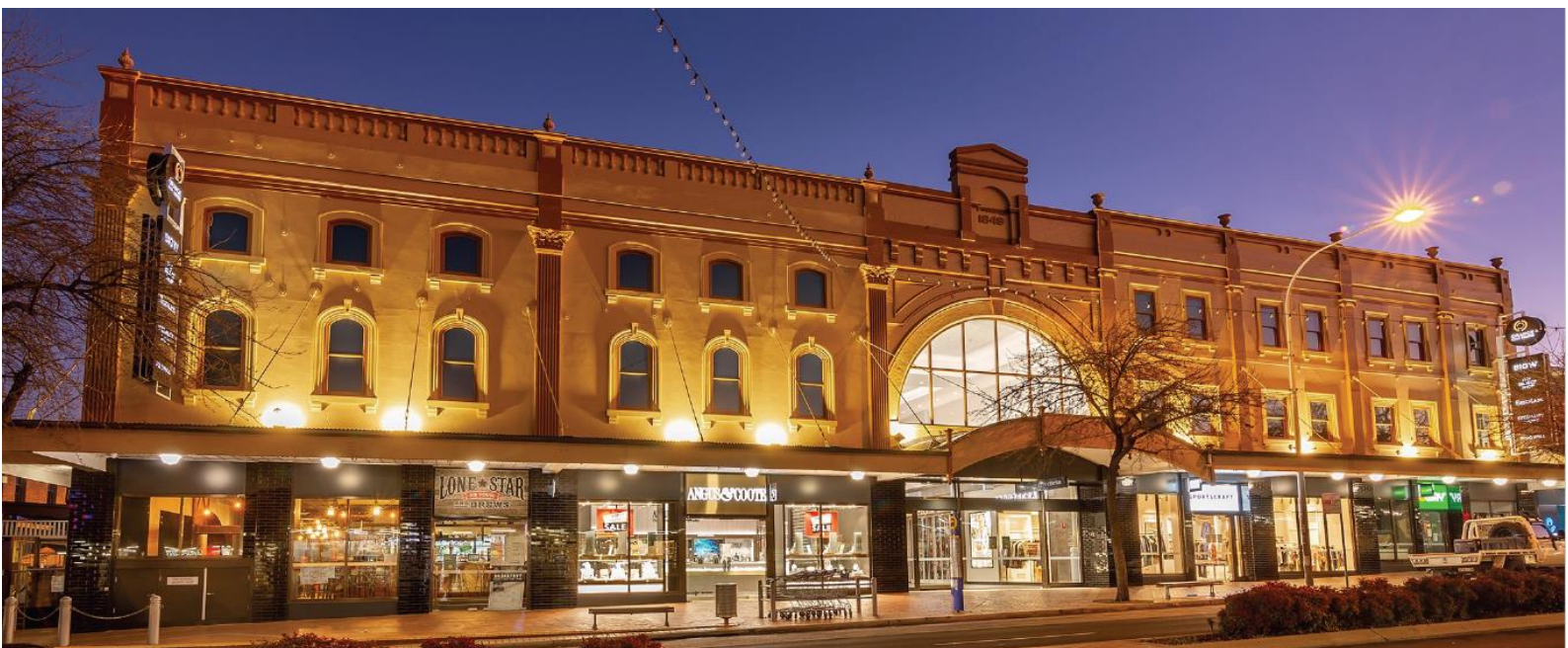
LIVING IN ORANGE

Orange is a great place to live and work. Tree-lined streets border generous blocks with loads of space for a family home, and even an extension if you're keen. Walk the kids to a local school or let them ride a bike. There's space to run, play and breathe out here. And compared to metropolitan property prices, housing is much more affordable.

Based in the heart of the Central Western region, Orange is famous for excellent food and wine with our local vineyards regularly winning awards nationally and internationally. Alongside good wine comes spectacular food, and Orange has a flourishing gourmet restaurant and cafe culture that's sure to delight your tastebuds, if not your waistline.

With a population of 40,000, this thriving country town is 250km west of Sydney and within easy driving distance of Bathurst (approx. 45 mins) and Dubbo (1hr 45min). If you're ready to live in a safe, rural environment with the amenities of a regional centre, Orange is a terrific place to live and raise a family. And did we mention the lack of traffic?

Orange is well serviced with public, independent and Catholic primary and high schools, private and public hospitals with a 24/7 emergency room, parks, pools and sporting facilities, local supermarkets, national chain department stores and plenty of cultural and artistic options. Orange also has a number of vibrant local churches, from both traditional and contemporary backgrounds.





POSITION DESCRIPTION

OVERVIEW

The Principal is responsible for implementing the vision and mission of Orange Christian School within the context of the overall organisation. They are to show godly leadership, expressing an outworking of their faith not only in the way in which they relate to staff, students and parents, but all the other interactions they have in their capacity as Principal.

The school mission is expressed in terms of affordable education and within this framework the Principal needs to exercise leadership and wisdom in the way the school provides its education in partnership with parents.

The Principal will:

1. Have an evident personal commitment to the Lordship of Jesus Christ in all aspects of life.
2. Respect, promote and work within the organisational authority structures of a Parent Governed Christian School, as laid down in the Constitution of Orange Christian School Limited.
3. Be committed to the furthering of the mission of the School as set out in the Constitution.
4. Be responsible for the development and management of teaching and learning from a Christian perspective.
5. Oversee, and take responsibility for, the day-to-day operations and financial management of the School, the professional performance of the staff and the academic and personal development of the students.
6. Lead the strategic planning processes of the School in collaboration with the Board.
7. Undertake the management and documentation of regular performance appraisals, both of the Staff and the School as a whole.
8. Maintain an up-to-date knowledge of Federal and State Government education and regulatory policies, and advise the Board of the implications of these policies for Christian Education.
9. Effectively promote the School in public and private forums.
10. Be committed to promoting the wider mission of Christian Education National (CEN), the national organisation to which the School belongs.

PERSONAL REQUIREMENTS

The Principal is expected to bring a range of personal qualities, habits, skills and experience to the duties associated with the role, such as:

1. An actively demonstrated personal Christian faith.
2. Regular Church attendance and involvement in Church activities and an exemplary Christian lifestyle
3. A reputation for personal and professional integrity
4. A demonstrated commitment to serving Christ in Christian Education.
5. Academic qualifications and experience that are appropriate for a leadership role in an established Prep to Year 12 Christian School.
6. A recognized ability to lead in a manner that gains the respect and affection of the School community.
7. Skills in planning, coordinating and managing educational activities.
8. Skills in and a willingness to lead, assist and advise the Board in strategic planning.
9. Ability to assist staff in reviewing and improving their teaching effectiveness.
10. High level communication and interpersonal skills in dealing with all members of the School community.
11. A demonstrated commitment to professional self-development in the field of Christian Education.
12. Skills in developing close links between the School and the wider community.
13. Personal qualities such as adaptability, initiative, versatility, enthusiasm, optimism and the ability to bring about change.



GENERAL RESPONSIBILITIES

The Principal will:

1. Spiritual Leadership

- Lead a Christ-centred, God-honouring educational community that reflects a Biblical worldview in all aspects of its culture, atmosphere, direction and programs.
- Be a genuine example to the School community of Christ-centred, servant leadership
- Provide appropriate pastoral oversight to the School community.

2. Managing and Leading Staff

- Inspire, direct, guide and support all staff members.
- Set high expectations through careful collaborative planning and formal appraisal processes that regularly review the effectiveness of learning and pastoral care.
- Provide an environment that acknowledges and supports individual staff initiatives and achievements.
- Take responsibility for appointing, directing, managing and dismissing employees, and for all other issues relating to the employment of School employees, in accordance with policy.
- Report to the Board any matters of relevant professional or legal concern in respect of staff members.
- Maintain staff records as required by Federal and State regulations.

3. Student Development

- Inspire, direct, guide and encourage students in their Christian educational development.
- Provide an educational environment for students that nurtures faith, encourages wisdom and discernment and supports and enables their responsible engagement in the world.
- Ensure that individual student requirements are balanced and understood within the School's obligation

- Oversee the development, implementation and review of suitable student assessment procedures and ensure progress is appropriately communicated to parents.
- Ensure individual student records are maintained in accordance with Federal and State requirements.
- Encourage and liaise on a regular basis with student leaders.
- Take responsibility for enrolling students and managing student behaviour, including suspension and expulsion, with appropriate reports to the Board.
- Report to the Board any matters of relevant personal or legal concern in respect of students or School families.

4. Academic Performance and Curriculum Development

- Oversee the development of a Christ-centred curriculum which reflects the vision and values of the School.
- Lead pedagogical innovation and a continuous review of the learning environment to ensure that students can achieve their potential for learning, personal development and academic performance.
- Ensure that the academic program delivers strong outcomes in external assessments such as the HSC and NAPLAN.
- Monitor curriculum implementation, including evaluation and re-development, consistent with national guidelines.

5. Strategic Planning

- In collaboration with the Board, develop and implement visionary, strategic and operational planning processes that address identified opportunities and challenges.
- Assist the Board in considering growth options and facilities development.
- Develop and implement effective marketing strategies.



6. The Executive Team

- Build a warm, trusting and highly effective relationship with the Executive Team.
- Develop and/or change the Executive Team structure in line with School growth and effective management requirements.
- Oversee and regularly appraise the performance of the Executive Team

7. Community Relations

- Develop a sense of community among staff and parents that encourages them to embrace and own the vision and values of the School.
- Establish and maintain good communication within the School between all stakeholders.
- Promote the School's image in the wider community.
- Maintain close association with National and State networks such as Christian Education National (CEN) and Independent Schools NSW (AIS).
- Act as spokesperson for the School in the public arena, ensuring that no comment is made which could be deemed prejudicial regarding the affairs of the School or the Board.
- Represent the School at official functions both within and outside the School.

8. Finance

- Take responsibility for the financial performance of the School.
- Keep the Board up to date with all relevant financial matters.
- Initiate, contribute to and take responsibility for the development of the annual budget and long range plans, in collaboration with the Business Manager and the Board.
- Advise the Board as to appropriate movements in staff salary levels, with reference to OCS budget requirements, current employment agreements and appropriate 'market rates.'
- Attend meetings of the Finance Committee as an ex-officio member.

9. Facilities, Property & Infrastructure

- Ensure appropriate management and review of the infrastructure and facility requirements needed for the efficient management of the School.
- Ensure appropriate forward planning for facility and property requirements.
- Ensure the School is compliant with all WHS regulations.

11. Government Reporting & Statutory Compliance

- Ensure that the School provides a safe and secure environment for staff and students
- Oversee Child Protection policy and procedures
- Keep abreast of Government regulations, policies and correspondence.
- Be familiar with and be able to enforce the School's conditions of employment.
- Ensure the School meets the registration requirements of the NESA.
- Communicate with law enforcement and other agencies as required by law.
- Ensure the School is compliant with all government regulations and laws.
- Ensure all teaching staff are registered appropriately with NESA.
- Provide regular and timely reports to the Board regarding matters related to compliance.

11. Training and Professional Development

- Maintain and monitor a professional development program for all staff and ensure that the annual budget has an adequate provision for professional development.
- Ensure that staff support the CEN and National Institute of Christian Education (NICE) Professional Development programs for teachers and executive staff.
- Be personally involved in collegial forums and professional development provided for Principals by CEN, AIS and other appropriate professional and Christian organisations.



12. Relationship with the Board & the OCS Company Limited

- Build a strong relationship of trust, respect and transparency with the Board.
- Understand and respect that the Chair is the recognised channel of communication between the Board and the Principal.
- In consultation with the Board, further develop the School's educational mission and aims with policies, goals and objectives.
- Implement the policies and plans approved by the Board and carry out any other reasonable instructions of the Board.
- Formally report to and communicate with the Board, attend Board meetings and keep the Board informed of significant developments within the School in a timely manner.
- Attend and report to OCS Ltd company meetings.

13. Personal Professional Growth

- Continually develop and deepen a personal understanding of the nature and purpose of Christian Education.
- Maintain a personal Professional Development program, particularly in respect of opportunities provided by CEN and AIS, and ensure that the annual budget has adequate provision for the Principal's Professional Development.

ACCOUNTABILITY

The Principal is accountable directly to the Board. The Principal is an ex-officio member of the Board and the chief advisor of the Board.

SALARY AND CONDITIONS

The salary and conditions for this position will be negotiated by the Board in accordance with the successful candidate's experience and with salaries and conditions in comparable schools in NSW.

Reasonable transfer and removal costs will be provided for the successful applicant.

Applicants short-listed for interview will receive full reimbursement for out-of-pocket expenses associated with attending an interview. For inter-state interviewees, this includes reimbursement of a return economy airfare, or its equivalent.

Referees will be contacted only after the first interview or at a time when an applicant might be offered the position.

EMPLOYMENT CONTRACT

The salary and conditions are identified in the Principal's Contract. The contract period is negotiable, but is normally 5 years.





APPLICATION PROCEDURE

As part of the application process you should have received the following documents:

- Principal Information document (this document)
- Orange Christian School Company Limited Constitution

Our website www.ocs.nsw.edu.au will provide further information about our school.

Application Requirements

The applicant should be able to demonstrate in their application, that they are:

- A committed follower of Jesus Christ.
- A visionary leader with a heart for and an understanding of Christian Education.
- Committed to building and sustaining academic excellence and educational 'best practice'
- A well-qualified, experienced and successful leader in a Prep to Year 12 environment
- A relational leader with team building and mentoring skills.
- A culture builder within the school and the wider community.
- A competent, professional manager in areas such as finance, staffing, planning and policy.

To Apply

Please include the following in your application:

- a) a brief covering letter,
- b) a resume, reflections on the demonstrated requirements as noted in the previous paragraph,
- c) and the names of three referees (two professional, one pastoral)

Send applications to:

Melinda Storm
CEN Consultancy Administrator
melinda.storm@cen.edu.au

You will receive an acknowledgement confirming receipt of your application.

Closing Date

The closing date for applications is COB **Friday 30 June.**

