ORANGE CHRISTIAN SCHOOL – POSITION DESCRIPTION

POSITION TITLE:	**Secondary Teacher- English**
EMPLOYMENT TYPE:	**Full time/Part time**
REPORTS TO:	**Head of School- Secondary**
KEY RELATIONSHIPS:	**Stage Coordinator, Academic Support Teacher, and teaching colleagues**

Nestled in the vibrant Central West of New South Wales, Orange Christian School (OCS) is a thriving, non-denominational Prep to Year 12 co-educational school community committed to providing holistic, Christ-centred education. For more than 40 years, we have partnered with families to nurture the spiritual, academic, and personal growth of each student, ensuring every child is known, valued, and encouraged to flourish. At OCS, our culture is warm, relational, and grounded in faith. Staff work collaboratively as the body of Christ, supporting and encouraging one another while modelling Christian character and values in all aspects of school life.

Our vision 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."*

Every member of staff plays a vital role in advancing this vision through their service, relationships, and commitment to excellence in Christian education. We are seeking skilled and committed Christian educators who bring strong classroom practice, high expectations for learning, and a desire to contribute their expertise to a collaborative, Christ-centred school community.

1. ROLE PURPOSE

The Secondary Teacher is responsible for supporting and advancing the vision and mission of Orange Christian School through excellence in teaching, Christ-centred leadership, and authentic relationships within the school community. The successful applicant will nurture students' spiritual, academic, social, and emotional growth, creating a learning environment where each child is known, valued, and encouraged to flourish.

As a Christian role model, the Secondary Teacher will demonstrate a genuine and active faith in Jesus Christ, reflecting biblical values in their interactions with students, colleagues, parents, and the wider school community. They will contribute positively to the culture of the school, working collaboratively with staff and supporting the school's commitment to holistic Christian education.

The Secondary Teacher is expected to carry out all responsibilities in a manner that upholds the Christian ethos of the school and is consistent with the Orange Christian School Statement of Faith, seeking to integrate a Christian worldview into teaching, learning, and professional practice.

2. INVOLVEMENT IN THE LIFE OF THE SCHOOL

a. Attendance at staff meetings.
b. Participation in staff devotions and prayer meetings.
c. Active support of the School's Christian ethos, vision, and mission.
d. Attendance and involvement in key school events, celebrations, presentations, and community activities.
e. Participation in parent-teacher interviews and information evenings as required.
f. Support and supervision of excursions, camps, and co-curricular activities where appropriate.

g. Engagement in professional learning and ongoing professional development.
h. Positive contribution to collaborative planning, curriculum development, and school improvement initiatives.
i. Building and maintaining constructive partnerships with parents and carers.
j. Demonstrating a commitment to the spiritual wellbeing and discipleship of students.
k. Contributing to a supportive, collegial, and Christ-centred staff culture.
l. Undertaking other duties and responsibilities as reasonably directed by the Principal or Head of School.

3. PERSONAL ATTRIBUTES

The successful applicant will demonstrate the following personal qualities and attributes:

a. A Christian who is striving to live a life in accordance with God's Word (Deut. 8:3) and uphold a Christ-like attitude and lifestyle (Phil. 2:5).
b. Willing and able to share their faith and articulate how it informs and shapes their role within the School (1 Peter 3:15).
c. An active member of a local church community (Acts 2:42; Heb.10:19-25) .
d. Understands that their conduct should be above reproach at all times (1 Tim. 3:2), recognising their role as a witness for Christ (Acts 1:8) and an ambassador for Christ (2 Cor. 5:20).
e. Committed to encouraging, supporting, and building up others as members of the Body of Christ (1 Cor. 12:12-27).
f. Supportive of the School's Vision, Mission, Statement of Faith, and Christian ethos.
g. Demonstrates a heart for Christian education and a genuine desire to see young people flourish spiritually, academically, socially, and emotionally.
h. Relates well to students, parents, and colleagues, demonstrating humility, grace, wisdom, and professionalism.
i. Is collegial and contributes positively to a collaborative and supportive staff culture.
j. Demonstrates emotional maturity, resilience, and the ability to work effectively under pressure.
k. Is organised, adaptable, and proactive, showing initiative and sound judgement.
l. Is an effective communicator who builds positive relationships and is willing to engage in courageous and respectful conversations when required.
m. Demonstrates integrity, accountability, and a commitment to excellence in all aspects of their work.
n. Displays a teachable spirit and a commitment to ongoing personal, spiritual, and professional growth.

4. QUALIFICATIONS AND COMPLIANCE REQUIREMENTS

a. Hold appropriate tertiary qualifications and experience relevant to the position.
b. Maintains a current accreditation with NESA to teach in a NSW school.
c. Holds and maintains a valid Working With Children Check clearance.
d. Participate in regular appraisal, review, and professional development processes as required by the School.
e. Annually affirm and abide by the School’s Staff Code of Conduct and Statement of Faith.

f. Promptly inform the Principal if you are no longer able to support or adhere to the School's Code of Conduct and/or Statement of Faith and/or no longer attend church.
g. Be free from any reportable conduct matters, child protection concerns, or performance management or conduct issues. Any such matter must be disclosed during the recruitment process and throughout employment where required.
h. Comply with all relevant School policies, procedures, child safety requirements, legislative obligations, and professional standards.
i. Report workplace health and safety (WHS) concerns, incidents, hazards, and risks in a timely manner, work proactively to minimise risks, and contribute to maintaining a safe and healthy environment for students, staff, and visitors.

5. GENERAL RESPONSIBILITIES

The Teacher will:

a. Have experience teaching English NSW Syllabus, preferably to senior classes.
b. Develop, document and deliver engaging, high-quality teaching and learning programs aligned with NSW syllabus requirements and school expectations, inspiring students to achieve their God-given potential and develop a love of learning.
c. Integrate a Christian worldview into teaching and learning, helping students develop their understanding of God, His creation, and their role in serving others.
d. Demonstrate knowledge of students' diverse learning needs and implement effective teaching strategies, and assessment practices to support student growth and achievement.
e. Implement differentiated teaching strategies and appropriate curriculum adjustments to support student engagement, inclusion, participation, and achievement within a diverse learning environment.
f. Create and maintain a safe, positive, orderly, and inclusive learning environment characterised by high expectations, mutual respect, and effective classroom management.
g. Implement evidence-informed teaching practices, using assessment and student progress data to inform instruction and improve learning outcomes. Assess, monitor and report on student achievement in accordance with school requirements.
h. Participate in and support the delivery of sporting, physical education, outdoor education, and co-curricular programs, encouraging student participation, teamwork, resilience, and healthy lifestyles.
i. Work collaboratively with Academic Support Teachers and Academic Support Officers to support students with diverse learning needs, implement and document reasonable adjustments, and contribute to the evidence and processes required for NCCD compliance.
j. Build positive and professional relationships with students, parents, and colleagues, communicating effectively and working collaboratively to support student wellbeing and learning.
k. Contribute positively to curriculum development, team planning, and the continuous improvement of teaching and learning programs.

l. Engage in ongoing professional learning and reflective practice to enhance effectiveness as a Christian educator.
m. Participate actively in the wider life of the school, including assemblies, meetings, excursions, camps, co-curricular activities, and community events as required.
n. Maintain accurate record keeping, update Edumate, and maintain confidentiality.
o. Model Christian character, servant leadership, and professional conduct in all aspects of school life.

6. PROFESSIONAL DEVELOPMENT

The Teacher shall:

a. Participate in professional learning and development activities as required by the School. These are normally week long, held in January and July term break time.
b. Engage in ongoing professional growth to enhance teaching practice, Christian leadership, and student outcomes.
c. Maintain all professional accreditation and compliance requirements relevant to the role.
d. Contribute to a culture of continuous improvement through reflection, collaboration, and the implementation of best practice.
e. Undertake any reasonable recommended professional development provided by the School as directed by the Principal.

7. ACCOUNTABILITY

The Teacher shall:

a. Report directly to the relevant Head of School.
b. Work collaboratively with the Principal, Deputy Principal, Head of School, Stage Coordinator, and other staff members.
c. Provide information, reports, and documentation as reasonably requested by the Principal, Deputy Principals, or Head of School.
d. Carry out the responsibilities of the role in accordance with School policies, procedures, and expectations.
e. Be accountable for the effective delivery of teaching and learning programs, student wellbeing, and professional responsibilities.
f. Undertake other duties and responsibilities as reasonably directed by the Principal Deputy Principal or Head of School.

8. OTHER

a. This position is subject to the *NSW Christian Schools Teaching Staff Multi-Enterprise Agreement 2026*. The commencing salary step will be determined in accordance with the successful applicant's recognised qualifications and relevant experience.
b. The successful applicant acknowledges the requirements, responsibilities, and expectations of the position as outlined in this Position Description.
c. This Position Description is intended to provide a general outline of the role and is not an exhaustive list of duties, responsibilities, or requirements.
d. The School reserves the right to amend, vary, or update this Position Description from time to time to meet operational, compliance, educational, or strategic needs.
e. The successful applicant will be required to comply with all School policies, procedures, child safety requirements, and applicable legislative obligations.

The successful applicant must maintain all required registrations, accreditations, qualifications, and clearances relevant to the position throughout the term of their employment

AGREEMENT

- By accepting this role and signing the contract, you agree that you understand the requirements, essential functions, and duties of this position at the School as outlined above.