

Applicant Information Pack



**MATTHEW
FLINDERS**
Anglican College

Secondary Teacher - Senior Business and Legal Studies

Matthew Flinders Anglican College

OUR COLLEGE

Matthew Flinders Anglican College is a leading independent co-educational Prep - Year 12 school on the Sunshine Coast. Founded in 1990, the College has grown to become one of the leading academic schools in Australia.

This year, Matthew Flinders Anglican College celebrate 30 years of foundation. Our College has proudly grown to be a leading school in Queensland, committed to educating for excellence in learning and life. We have grown from 161 students and 20 staff in 1990 to support more than 1,450 students from Flinders Early Learning Centre to Year 12, and with more than 250 staff members on our team.

Strategic Plan 2018 – 2022

In 2018 we finalised our five-year Strategic Plan, outlining our bold but achievable goals as a quality learning community. These goals serve to enhance our College's reputation for academic excellence whilst maintaining a clear focus on the wellbeing of each child and addressing character development so critical to success in our ever-changing world.

The Matthew Flinders Anglican College Strategic Plan, available on our website at <https://www.mfac.edu.au/our-college/our-guiding-statements/>, focuses on five main pillars to ensure we are “educating for excellence in learning and life”:

- Learning and Achieving
- People and Purpose
- Character and Culture
- Community Engagement
- Stewardship and a Sustainable Future

Our Vision

- To be a dynamic learning community that provides our students with an outstanding contemporary education which prepares them for tertiary study and beyond.
- To enhance the performance of our staff in a supportive and collaborative environment, enabling them to flourish as professionals for the benefit of our students.
- To build our traditions whilst responding to emerging evidence of new and improved ways of educating our students for excellence in learning and life.

Our Mission

To challenge our students to develop the character and competencies required to achieve academic excellence and a successful future of contribution and leadership in local, national and global communities.

Our Values

Courage, Respect, Integrity and Compassion

Our Graduates

Our aim is for our graduates to possess the following competencies:

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1. Character: They are people of courage, respect, compassion, and integrity who demonstrate confidence, persistence, Character and resilience.
2. Contribution: They are informed citizens who are attuned to their environment, take responsibility for themselves and their actions, and serve their community.
3. Academic Excellence: They are accomplished learners who are self-directed and have a spirit of enquiry and adaptability in a fast-changing and information-rich world.
4. Leadership: They are effective leaders who can empower others, communicate, and collaborate well, and have the capacity to make significant and ethically grounded decisions.



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OUR PEOPLE

Our College is led by the [Executive Team](#), comprised of:

Mr Stuart Meade	Principal
Mr Gerry Price	Head of Secondary
Mrs Trudi Edwards	Head of Primary
Mrs Sharon Verrinder	Director of Business and Operations

Our [College Leadership Team](#) includes the College Executive Team members and:

Mr Gary Davis	Head of Senior School
Mrs Anita Gibson	Head of Middle School
Mr Bill Hooper	Head of Curriculum, Secondary
Mr Ed Wright	Head of Learning and Innovation
Mr Greg Blanch	Head of Analytics and Student Performance
Dr Louise McCuaig	Head of Pastoral Programs
Mrs Chris Curtain	Head of Junior Primary
Mrs Ingrid Clarke	Head of Senior Primary
Mrs Debbie Planck	Head of Learning and Teaching, Primary
Mrs Alison Walburn	Director of Community and Engagement
Ms Channon Goodwin	Human Resources Manager

OUR PROFESSIONAL LEARNING

Professional learning at Matthew Flinders Anglican College is led by the Head of Learning and Innovation in the Secondary School and the Head of Learning and Teaching in the Primary School.

The College provides a diverse range of professional learning opportunities including:

Individual and Department Professional Learning Experiences

Includes a wide variety of conferences, workshops, courses and networks off-site as well as in-house and on-line experiences.

Induction Program for New Staff

A New Employee Induction Day is conducted on the Friday preceding the beginning of each Term, or preceding O Week for Term One.

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Annual Staff Professional Learning Days

O Week each year is dedicated to a program of staff professional learning opportunities incorporating student protection, cultural and professional development learnings. A further day in each Term Two and Term Three are dedicated to Staff Professional Learning across the College.

Coaching and Mentoring

Identified and trained Coaches support annual, individual professional development plans for teaching staff across both Primary and Secondary.

Highly Accomplished and Lead Teachers

The College encourages and supports teaching staff to gain the external Highly Accomplished and Lead Teacher accreditations.

Professional Learning Hub

A custom-designed Professional Learning Hub is available to all teaching staff and is the portal to a broad range of resources and professional learning opportunities.

OUR WORKING ENVIRONMENT

All staff are engaged under the provisions of The Queensland Anglican Schools Enterprise Agreement 2018. This Enterprise Agreement provides for:

- Superannuation of choice
- Portability of long service leave and sick leave accruals between other schools' party to the Agreement
- Salary sacrificing and salary packaging arrangements
- Promotional positions and allowances
- Parental leave benefits

Additional employment benefits include:

- Discounted school fees for children of permanent staff
- College provided IT device for relevant roles
- Free annual staff flu vaccinations
- Employee Assistance Program
- Access to an on-site Outside School Hours Care and Vacation Care service
- An on-site Coffee Shop
- Free on-site parking

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OUR CAMPUS

Located in Buderim at the heart of the Sunshine Coast and surrounded by rainforest, Flinders provides an impressive learning environment where students are motivated to excel. Our outstanding College facilities reflect our contemporary and innovative teaching focus with technology fully integrated into all classrooms.

The campus includes a state-of-the-art performance centre, the Flinders Aquatic Centre, floodlit sports ovals, the Flinders Farm, specialist learning areas such as the Digital Zone and the Outdoor Classroom and contemporary drama and music facilities.

In August 2019 the College announced a 15-year Master Plan for the future that would ensure the College continued to strive for excellence and provide high quality, functional, expertly designed facilities to support effective teaching and learning. A significant \$30 million investment will be made over the 5-year period 2019 to 2024 to construct seven new College spaces, including a refurbished Year 7 Precinct and a new Year 5 and 6 Precinct.

The new style of agile classroom is designed with movable furniture and walls, and equipped with intuitive digital technology, to encourage students and teachers to move, interact and collaborate as they engage in different pedagogical styles and work on different tasks.

The beauty of agile learning spaces is that students understand the flexibility of the space requires from them a more active and engaged approach to interactive, personalised and hands-on learning.

In terms of aesthetics in design, the new Flinders buildings will be light-filled, aspirational and modern spaces that will be a pleasure to teach and learn in.

As we plan for the future, we are determined to ensure that Flinders continues to grow as a learning community with a focus on providing excellence in education for learning and life.



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THE POSITION

SECONDARY TEACHER (Senior Business and Legal Studies)

Reports to:	Head of Secondary via Head of Department
Location:	Secondary School Campus, Buderim
Tenure:	Permanent, Full time
Coverage:	The Queensland Anglican Schools Enterprise Agreement
Classification:	Teacher

ROLE SUMMARY

The teacher of Business and Legal Studies has responsibility for the learning outcomes of students in the following subjects:

- Business (Years 9–12)
- Legal Studies (Years 10-12)

The successful applicant will have an extensive knowledge of the ACARA and QCAA Senior Syllabuses pertaining to these subjects, and the pedagogies required to deliver them effectively. An ability to teach Economics and/or Accounting to a minimum of Year 10 level would also be desirable.

PREREQUISITE

- Teacher Registration with the QLD College of Teachers
- Bachelor's degree (minimum)
- Post-graduate qualification (desirable)
- Experience teaching relevant subject areas

KEY SELECTION CRITERIA

Demonstrate:

- ability to engage evidence and data-informed instructional strategies and develop a deep understanding of students, curriculum and assessment practices to plan, deliver, assess and report on student achievement.
- ability to create a culture of learning and achievement through effective planning, student management, classroom resource organisation and engaging learning strategies.
- a proactive and self-driven commitment to professional learning and development, and actively collaborates with colleagues to enhance collective teacher efficacy to benefit student engagement and achievement.

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- exemplary professional manner, interpersonal and communication skills, demonstrated team leadership and membership skills and an overt desire and willingness to work positively within a team.
- enthusiastic desire and resolute commitment to contribute to the culture, values and broader professional co-curricular and extra-curricular life of the school.

THE APPLICATION PROCESS

Applications should include:

- A comprehensive curriculum vitae giving details of relevant achievements in recent roles as well as your education and professional qualifications.
- A covering letter that summarises your interest in this role and providing evidence of your ability to match the selection criteria outlined.
- Names and telephone numbers of two (2) recent professional referees. Please note that we will not contact your referees without your prior permission.
- Please ensure that your application reaches us by the closing date and time provided in the advertisement for the position. All applications MUST be submitted through the SEEK.com.au website.

Acknowledgement:

- You will receive an email acknowledging your application and detailing the shortlisting and interview timeframes.

Selection process:

- Short-listed candidates are contacted to arrange a time to meet with the selection panel for an initial interview.
- Candidates short-listed from the first interview may be required to come back for a second interview and/or further recruitment activities.
- As part of the interview process for teaching staff, short-listed candidates may be asked to demonstrate their teaching by the applicant being a 'guest teacher' at the College.

Reference Checks:

A minimum of two reference checks are undertaken. The selection panel will discuss your application with your nominated referees. The school also reserves the right to consult with other persons who may have knowledge of your experience. This is at the Principal's discretion.

Pre-employment compliance checks:

- The preferred candidate must satisfy relevant child protection legislation and:
 - for teaching roles, be a registered Teacher with Queensland College of Teachers; or
 - for non-teaching roles, hold a Positive Notice Working with Children Check.

It is a requirement that the preferred candidates' details are checked with the Anglican Church's National Professional Standards Register. The candidate's date of birth is required to complete this check. By applying, the candidate is authorising this check to be completed. The date of birth will be used for this purpose only.

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International candidates will provide the panel with relevant Visa documentation supporting their right to live and work in Australia. This information will be verified with the Department of Immigration, generally through the VEVO system.

The College reserves its right to undertake additional pre-employment checks to support the commitment to recruiting the highest quality employees and considering the specific needs of each role.

Questions?

Should you have any questions in relation to this position or you would like more information about working at Matthew Flinders, please email hr@mfac.edu.au or contact the Human Resources office on 07 5477 3202.

MATTHEW FLINDERS ANGLICAN COLLEGE

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AUSTRALIA

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