



*To act justly, to love tenderly
and to walk humbly with your God. Micah 6:8*

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Ph (08) 9720 3300, Fax (08) 9720 3333

Email: admin@bccwa.wa.edu.au www.bunburycatholic.wa.edu.au

APPLICATION FOR A TEACHING VACANCY

Applicant's full name:

Please forward this application
and relevant attachments
to the Principal by the
advertised closing date.

***Confidential to the Principal,
relevant senior staff and panel members.***

APPLICATION FOR EMPLOYMENT AT
BUNBURY CATHOLIC COLLEGE

POSITION: _____

1. PERSONAL INFORMATION

NAME:			
ADDRESS:			
EMAIL ADDRESS:			
PHONE:	H	W	Mob
RELIGIOUS DENOMINATION:			
TRBWA Reg. No.			Expiry date:
Working WC No.			Expiry date:
NEXT OF KIN Relationship to next of kin			Mobile: Tel. (H)

2. TEACHING RECORD: *Indicate, in order, positions held, commencing with current or most recent.*

a) **Total Full years of Teaching Experience:** _____

School/Current Employer	Dates	Position held Years/Subjects	Full-Time Part-Time (FTE)

b) **Total Full years of Leadership Experience:** _____

School/Current Employer	Dates	Position held Years/Subjects	Full-Time Part-Time (FTE)

3. EDUCATIONAL QUALIFICATIONS *(Please attach copies)*

Qualifications	Name of Institution	Year Obtained

4. Have you completed:

Accreditation to work in a Catholic School?	Yes	No
Accreditation to teach in a Catholic School	Yes	No
Accreditation to teach Religious Education	Yes	No
Accreditation for Leadership in a Catholic School	Yes	No
Information Technology professional development?	Yes	No

(Please attach copies of Accreditation certificates)

5. CO CURRICULAR QUALIFICATIONS/EXPERIENCES: eg Bronze Medallion, First Aid Certificate, Bus Licence etc. *(Please attach copies)*

Bus Licence	Yes	No	If Yes, date obtained:	/	/
Bronze Medallion	Yes	No	Expiry Date:	/	/
First Aid	Yes	No	Expiry Date:	/	/
Other					

6. RECENT PROFESSIONAL DEVELOPMENT

a) Subject Related

b) Religious

7. **PARISH/COMMUNITY INVOLVEMENT:** Describe ways you are/have been involved in your Parish and/or Community.

8. **PROFESSIONAL ASSOCIATIONS:** List membership of professional and/or teacher associations

Do you hold a current CrimTrac 100 clearance, Working With Children card or Teacher Registration? (*Please attach copies*)

Yes

No

9. **Outline your educational philosophy**

10. **What can you bring to the position/s for which you are applying?**

11. REFEREES

State name, address, phone number, email and position held of referees who may be contacted regarding professional experience and character.

Current Employer: Name: Address: Email:	Position Held: Tel: Mobile:
Priest/Minister: Name: Address: Email:	Tel: Mobile:
Professional Reference: Name: Address: Email:	Position Held: Tel: Mobile:
Professional Reference: Name: Address: Email:	Position Held: Tel: Mobile:

I have advised the above referees that they have been included on this application form.

Declaration

I declare that the information in this application is complete and correct in every detail. I understand that deliberate inaccuracies or omissions may result in the non-acceptance of this application and/or termination of employment. I have read “Teaching in a Catholic School: A Statement of Principles” and concur with its contents and agree to support the objectives outlined (See page 6 & 7.)

I acknowledge the Employment Collection Notice which is distributed in accordance with the Privacy Act 2001.

Signature: _____ **Date:** _____

Please turn over for important information - 'Submit Button' is on page 7

BUNBURY CATHOLIC COLLEGE

VISION STATEMENT

Through quality teaching and learning in an environment enlivened by Christ's spirit of love, justice and freedom, Bunbury Catholic College strives to empower students to achieve their potential, as our gift to God.

TEACHING IN A CATHOLIC SCHOOL: A STATEMENT OF PRINCIPLES

The Catholic school forms part of the saving mission of the Church especially for education in faith. It is a privileged means of promoting the formation of the whole person.

Teachers are commissioned to participate in the mission of proclaiming the Good News to all and to invite all to live knowingly as children of God.

The Catholic school and the teacher in the Catholic School are committed to extending the invitation of Jesus to "Come, Follow Me."

The philosophy of Catholic Education has been expressed in many Church documents since the Second Vatican Council. Whilst the Catholic school is accountable to the community for the provision of quality education to its students, it is accountable also to the Church community for providing this education within the context of Gospel values as espoused by the Catholic tradition. The Catholic school is more than an educational institution: it is a key part of the Church, an essential element in the Church's mission.

The Catholic education philosophy reveals a concern for an education which combines sound knowledge and skills with an overall personal development based in Christian values. Such an education is dependent for its effectiveness on a high level of interpersonal relationship between teacher and pupil which the teacher witnesses to the essential values of Christ.

Teachers in the Catholic school are more than employees. They minister in the name of the Church and of the Gospel and as such participate actively in the life of the Church and have a pastoral concern for each individual student.

It is expected all teachers employed in the Catholic school will perform conscientiously and competently the duties, both teaching or non teaching, they are assigned by the Principal in accordance with the normal practice in Catholic schools.

Teachers should help maintain an atmosphere of charity and justice within the school as would be expected in a community and help ensure the provision of the Catholic religious perspective in the teaching and learning process and in all activities of the school in which staff and students engage.

All teachers have a responsibility to develop and maintain an adequate understanding of those aspects of Catholic teaching which relate to their subject areas. By their example, all teachers provide a Christian leadership role for all members of the College community.

Only a person supportive of Catholic Educational philosophy may be a teacher in a Catholic school. Teachers bear witness to Christ and Christian values in their own conduct and by personally supporting, evaluating, developing and disseminating the Catholic school philosophy.

The objectives which teachers in a Catholic school undertake to support and promote require them to:

- a) give regular and efficient instruction for the academic, physical and spiritual development of the pupils
- b) participate in worship and prayer in the school
- c) adhere to Catholic principles and by personal example, integrity and behaviours, support Catholic moral standards.
- d) implement the policies of the College.

EMPLOYMENT COLLECTION NOTICE

1. In applying for this position you will be providing Bunbury Catholic College with personal information. We can be contacted by email admin@bccwa.wa.edu.au or by phone on 08 9721 0000.
2. If you provide us with personal information, for example your name and address or information contained on your resume, we will collect the information in order to assess your application.
3. You agree that we may store this information for a period of six months.
4. You may seek access to your personal information that we hold about you if you are unsuccessful for the position. However there will be occasions where access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
5. We will not disclose this information to a third party without your consent.
6. We are required to collect information regarding whether you are or have been the subject of an AVO and certain criminal offences under Child Protection law.
7. You are to advise your referees that they have been included in your application. We also reserve the right to contact unlisted referees during the short listing process.
8. When the selection process is complete your application will be destroyed if you are not the successful candidate. If you wish your curriculum vitae to be returned you need to indicate this.