EMPLOYMENT APPLICATION FORM

Wycliffe Christian School **ABN 36 001 227 854**
Wycliffe Hope School **ABN 70 640 051 912**

Please tick which school this application is for

WYCLIFFE CHRISTIAN SCHOOL ☐ WYCLIFFE HOPE SCHOOL ☐

Please attach a cover letter and CV to your submission.

Digitally Fill out the form using Acrobat Reader (not your web browser) to ensure all content is saved correctly. If you don't have Acrobat Reader download here: https://get.adobe.com/reader/

Manually Please use black or blue pen. Print in BLOCK LETTERS.

Position

Full Name	Position Applied For	Date

Vision

At Wycliffe Christian School we endeavour to encourage learning founded on God's Word by nurturing faith, unwrapping truth, encouraging discernment and enabling thoughtful action.

Statement Of Faith

We, as members of the John Wycliffe Christian Education Association, adhere to the following statement of faith.
We believe in:

1. The unity of the Father, of the Son and of the Holy Spirit in the Godhead.

2. The sovereignty of God in creation, providence, revelation, redemption and final judgement.

3. The divine inspiration and entire trustworthiness of Holy Scripture and its supreme authority in all matters of faith and conduct.

4. The sinfulness and guilt of all men and women since the Fall, rendering them subject to God's wrath and condemnation.

5. Redemption from the guilt, penalty and power of sin solely through the sacrificial death, as our representative and substitute, of the Lord Jesus Christ, the incarnate Son of God.

6. The bodily resurrection of the Lord Jesus Christ from the dead and His ascension to the right hand of God the Father.

7. The necessity of the work of the Holy Spirit to make the death of Christ effective to the individual sinner, granting them repentance towards God and faith in our Lord Jesus Christ.

8. The justification of the sinner by the grace of God through faith in Christ alone.

9. The one holy universal Church, which is the body of Christ and to which all true believers belong.

10. The expectation of the personal return of the Lord Jesus Christ.

Further, we believe that:
11. Humankind is subject to either acceptance or rejection of Christ as its absolute ruler, i.e. service of the one true God or service of a God substitute.

12. God, as ruler over all creation, redeems those who are united in Christ, renewing them in His image. He restores them to fellowship with Himself by His Word and Spirit.

This statement of faith involves a commitment of life to Jesus Christ by persons believing it. Such a commitment should be demonstrated in quality of life and witness.

I am supportive and committed to the above.

Full Name	Signature	Date

Position

How did you hear about this position?

Expected Commencement Date

Work Type

☐ Full time ☐ Part time ☐ Temporary ☐ Casual

Teaching area (if applicable)

☐ Junior (K-6) ☐ Senior (7-12)

If you are applying for casual work, please indicate the days you are available

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

Personal Information

Title

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr

First name/s

Family name

Street address

Suburb

State

Postcode

Postal address *(if different from above)*

Suburb

State

Postcode

Home phone

Business phone

Mobile

Email

Date of birth*

** This is required for Working With Children Check purposes.*

Number of dependents

Church attending

Minister's name

Attendance

☐ Weekly ☐ Monthly ☐ Occasionally

Emergency Contact

First name/s

Family name

Phone number

Health

Do you have any medical conditions which may affect your capacity or suitability to perform the duties of the position for which you have applied? ☐ Yes ☐ No

If yes, please provide details below

Education

Secondary

School	Level attained	Year completed

Tertiary

Name and location of Institute	Degree, Diploma or Certificate Conferred	Full Time Equivalent Years of Study	Year completed

Do you hold a current First Aid Certificate? ☐ Yes ☐ No

Professional Associations

List any professional associations of which you are a member.

NESA Accreditation (Teaching Staff only)

Have you been employed as a teacher in NSW in the last 5 years? ☐ Yes ☐ No

Number	End Date Provisional/Maintenance Period

Level

☐ Provisional ☐ Conditional ☐ Proficient ☐ Highly Accomplished ☐ Lead Teacher

School Related Activities

Staff at Wycliffe Christian Schools use their gifts and interests in many aspects of school life e.g. musicals, sporting teams, outreach groups, mission activities etc. Please list the areas of interest in which you would like to be involved.

Hobbies and Interests

Please list your other areas of interest.

Past Employment Information

Please provide Statements of Service (teaching staff only). The copy you provide must be certified by a Justice of the Peace as being a true copy. Indicate in order previous positions held, commencing with the most recent position. Please use last page if additional space is required.

Position 1

From (MM/YY) To (MM/YY) Name and location of employer

Position held

Work Type ☐ Full time ☐ Part time ☐ Temporary ☐ Casual

Full Time Equivalent If Casual, number of Casual Days Worked?

Reason for leaving

Position 2

From (MM/YY) To (MM/YY) Name and location of employer

Position held

Work Type ☐ Full time ☐ Part time ☐ Temporary ☐ Casual

Full Time Equivalent If Casual, number of Casual Days Worked?

Reason for leaving

Position 3

From (MM/YY) To (MM/YY) Name and location of employer

Position held

Work Type ☐ Full time ☐ Part time ☐ Temporary ☐ Casual

Full Time Equivalent If Casual, number of Casual Days Worked?

Reason for leaving

Salary and Conditions

What Salary range are you expecting?

Salary and Conditions will be based on the Christian Schools NSW (Teachers) Multi-Enterprise Agreement 2023 or the Christian Schools NSW (Support and Operational Staff) Multi-Enterprise Agreement 2023.

Christian Experience and Christian Understanding

Christian Experience

How long have you been a Christian?

Give a brief account of your Christian journey

What is your involvement at your church?

What is the name and telephone number of the Minister/Pastor/Elder to whom we could refer?

Christian Understanding

What is your definition of a Christian?

How you would explain the Christian Gospel to a friend?

Describe how you integrate Christian beliefs and values into your teaching (Teaching Staff only)

Describe the place of the Bible in your life.

Do you agree with the enclosed Statement of Faith? If not, please provide details.

Philosophy of Christian Education (Teaching Staff only)

Please share your philosophy of education.

General

What attracts you to this position?

What are your main strengths?

What areas do you need to improve?

Additional Comments

Professional/Character Referees

Please provide the name and contact details of two persons to whom reference may be made in regard to professional competency and character. One of these persons must be a recent employer.

Please note, referees may be contacted at any stage in the recruitment process. Therefore, you should ensure that you have advised them that they may be contacted to discuss your application.

Referee 1

Name

Phone

Employer

Position

Referee 2

Name

Phone

Employer

Position

Working With Children Check

Wycliffe Christian Schools are child safe workplaces. Please provide your Working with Children Check number for verification. This enables the School to fulfill its responsibilities under the Commission for Children and Young People Act 1998 (NSW) (as amended or replaced from time to time), and any other applicable legislation dealing with child protection.

So that your employment application can be considered please provide the following:

Your WWCC Number _____ Expiry Date _____

Proof of Identity and Citizenship (All Applicants)

Please provide proof of Australian Citizenship or approval to be actively employed in Australia (e.g. photocopy of Australian Birth Certificate or Working Visa). The copy you provide must be certified by a Justice of the Peace as being a true copy. Please tick where attached.

- ☐ "100 point" proof of identity (e.g. passport, birth certificate & licence/Medicare card)
- ☐ Proof of citizenship/Australian residency (e.g. birth certificate, passport, visa)

Evidence of Qualifications Requirements (Teachers Only)

Please attach certified copies of evidence of academic qualifications (where applicable). e.g. copies of certificates or academic transcript. If successful in your application for employment, original certified documentation will be required prior to commencement. Please tick where attached.

- ☐ University or College final transcript of academic results indicating eligibility for Award
- ☐ Teaching Qualification ☐ Evidence of NESA accreditation
- ☐ Other Degrees, Diplomas or Certificates including First-Aid Certificate (if applicable)
- ☐ Statement(s) of service showing:
  a) commencement dates
  b) termination dates
  c) whether service was full-time or part-time or casual
  d) for part-time or casual service, details of hours/days worked

Privacy Statement - Employment Collection Notice

- In making this application you will be providing Wycliffe Christian Schools with personal information.
- If you provide us with personal information such as your name, address and information contained in your resume, we will collect that information with the primary purpose of assessing your application.
- We will not disclose the information you provide in this application to a third party without your consent.
- We are required by law to receive a Working With Children Check Number (with expiry date) as part of our Duty of Care responsibilities.
- If you provide us with personal information of others such as referees we encourage you to advise them that you are disclosing this information to us and that they may be contacted by us as part of the process of assessing your application, that they may access this information if they wish and that the School does not normally release this information to third parties.

Signature

Having completed all the above questions, read the Statement of Faith and Vision of Wycliffe Christian Education. I hereby apply for employment to the above position. In returning this form, I certify that the information on this form is complete and correct in every detail and I understand that deliberate inaccuracies or omissions may result in non-acceptance of this application and/or termination of employment.

Full Name _____ Signature _____ Date _____