



Lake Joondalup Baptist College

Information Package for Applicants Secondary

College introduction

Lake Joondalup Baptist College is a flourishing Kindergarten to Year 12 Christian College which opened in 1990 and which has a reputation as a provider of educational excellence. The College has an open enrolment policy with a current enrolment of more than 1200 students, of whom 860 are secondary students and 360 are primary children. All staff appointed to the College are expected to be committed and practicing Christians.

The College has a positive and supportive environment, high standards of discipline and a strong pastoral care focus. The curriculum is progressive, with structures and practices that promote successful learning outcomes for students. The College has excellent information technology facilities which support the curriculum. The College is currently in the process of adding to its facilities with the building of a new \$6 million science block. Other recent building projects include a \$5 million state of the art Upper Primary Building and the Technology & Enterprise Centre, which incorporates an industrial standard food science room, computer laboratories and specialist facilities for teaching fabrics, woodwork and metals.

College aims

The College aims to provide a Christian education of excellence, encouraging a strong social conscience within a Christian framework, and developing the spiritual, intellectual, social, emotional and physical potential of our students.

College motto

Our motto: Seek Wisdom Act Justly Love Mercy

College oversight

The College is governed by the College Board of Directors, which is chaired by the Senior Pastor of the Lake Joondalup Baptist Church and consists of members appointed by the Lake Joondalup Baptist Church, The Baptist Union of Western Australia and the College Association. The College Board appoints the College Principal who is responsible for the leadership of the College.

College leadership

The leadership of the College is delegated by the Board to the Principal. The Secondary School is led by an Executive team consisting of the College Principal, Dean of Curriculum, Deputy Principal Students, Deputy Principal Staff and Business & Finance Manager. The Secondary Leadership Team provides Godly and principled leadership in the areas of policy formation, planning management and oversight of the Secondary School. The Secondary Leadership Team consists of Heads of Learning Area, Heads of Department, the Secondary Chaplain, Heads of House, Deputy Principals, the Dean of Curriculum, the Business & Finance Manager and the College Principal. Curriculum leadership comes from the Secondary Curriculum Committee, headed up by the Dean of Curriculum and including all Heads of Learning Area and Heads of Department.

Leadership of The Lake Joondalup Baptist College Primary School is vested in the Primary Leadership Team, consisting of the College Principal, the Business & Finance Manager, the Dean of Curriculum, the Head of Enrolments and Promotions and three Heads of Primary. Day to day leadership and management of the Primary School is delegated to the three Heads of Primary. Operationally, this team consists of the Head of Primary K-4, the Head of Primary 5-7 and the Head of Primary Administration.

Conditions of employment for teaching staff

The Independent Schools Teacher's Award is binding on the College. It provides minimum conditions in the major areas of employment, including salary, teaching scales, leave etc. In addition, an Enterprise Bargaining Agreement has resulted in an agreed set of working conditions being ratified by the Industrial Relations Commission. The resultant salaries and working conditions are competitive with comparative schools. The College currently pays approximately 2% above the Department of Education and Training salary rates. All teaching staff employed on a FTE of 0.8 or greater are provided with a fully maintained laptop computer.

Teaching staff commit to contributing a minimum of 40 hours of extracurricular duties per academic year, pro-rata for part time staff.

Staff

Staff of the College are dedicated, committed, energetic and collegial. Morale and motivation levels are high. All staff are required to demonstrate a personal Christian faith and a strong work ethic, and to model high standards of professionalism, personal demeanour and appearance. Teaching and support staff work closely together to achieve the College aims through practical, spiritual and emotional support.

Many classrooms have ceiling mounted data projectors and teachers can access online resources such as *clickview*. Teachers who have access to internet broadband at home are able to access the College drives and complete tasks such as reporting from home.

Staff development is a College priority and staff have access to quality internal and external professional development. Many staff hold leadership positions and the College offers valuable opportunities for staff aspiring to such positions.

The College has high standards of student discipline, behaviour and uniform. All teaching staff are expected to uphold these standards and are supported by strong College leadership and a comprehensive Student Management Policy.

Students

The College has an open enrolment policy and students are not required to have any religious affiliation with the Baptist or any other church; however, all students must respect and fully participate in the Christian program of the College

Teaching and Learning

The Lake Joondalup Baptist College curriculum is based on the Curriculum Council of Western Australia's Curriculum Framework for Kindergarten to Year 12. In the Secondary School all students study each of the eight learning areas in Years 8 and 9. Some learning areas offer streamed classes and in some cases, single gender classes. In Year 10, which is included as Senior Secondary, students select five courses in addition to Mathematics, English and Christian Education. This allows students to better prepare for the challenges of Years 11 and 12 and the requirements of the Western Australian Certificate of Education.

The curriculum is rigorous, challenging and enjoyable, has high academic standards, aims to stimulate and motivate all students and is competitive in preparing students for entry to employment, Further Education (TAFE) and University. Students regularly gain outstanding results in state and national competitions and win Curriculum Council Awards.

The College Teaching and Learning program is partnered by an outstanding extracurricular program which includes sporting teams, subject clubs, music bands, ensembles and vocal groups. Students also have the opportunity to participate in interstate and overseas tours which are either curriculum, cultural or community service based. Past destinations have included New Zealand, Indonesia, China, Cambodia, Sydney & Canberra, Thailand and London & Wales.

Pastoral Care

The College recognises and respects the individuality of each child. Each teacher is charged with a pastoral role. Teachers work with students in developing the values of respect for others, commitment, self-discipline, self-motivation, and social and civic responsibility. The pastoral care system is based on Christian beliefs and values and involves all staff and students at every level of the College community.

In the Secondary School, each teacher leads a vertical Form class of approximately 22 students, and the group meets every day. Teachers are assisted and supported by the Heads of House who, together with the Form Teacher, closely monitor student welfare. Ideally the same Form teacher remains with the group for all their Secondary years.

The College operates a House structure supported by the Heads of House. The Heads of House, guided by the Deputy Principal Students, facilitate cooperation and communication between the family and the College. The Heads of House aim to ensure that every student is valued and cared for and work closely with teachers, students and their families to achieve this. House spirit is strong, with a healthy rivalry and competition between houses.

Employment application process

Applicants for employment at Lake Joondalup Baptist College should include the following in their applications:

- College application form found on the College website www.ljbc.wa.edu.au under the Employment link
- Covering letter
- Curriculum Vitae
- Contact details of two professional referees
- Response to the Duty Statement
- Copy of academic transcripts and qualifications (certified copy)
- Proof of current registration with WACOT (or application towards)
- A recent Department of Education and Training Criminal History Clearance
- Working with Children Check, or proof of application, on commencement of employment
- A written reference from your Pastor/Minister attesting to your Christian Commitment and regular Church attendance.

Shortlisted candidates will be contacted and invited to attend an interview. Applicants may then proceed to an interview with the College Principal and/or the Chairman of the Board of Directors. The College reserves the right to appoint by invitation.

Lodgment details

Postal applications should be addressed to:

The College Principal
PO Box 95
Joondalup WA 6919

Hand delivered applications should be delivered to the College Reception and be marked:

Private and Confidential
Attention: College Principal
Lake Joondalup Baptist College
Kennedya Drive
Joondalup WA 6027

Email Applications:

Applications should be emailed to hr@ljbc.wa.edu.au

Further information

If you have any questions regarding a position at the College, or the College in general, please contact Terry Eason, Deputy Principal Staff, on 9300 7444 or by email at hr@ljbc.wa.edu.au.