



# Lakeside College

## POSITION STATEMENT

<b>Position:</b>	Head of Middle School
<b>Organisational Relationship:</b>	Responsible to the College Principal
<b>Employment Basis:</b>	3 Years, Full-Time, Fixed Term Contract Commencing Term 1, 2018
<b>Classification:</b>	Lutheran Education South Eastern Region (Victorian Schools) Multi Enterprise Agreement 2014 and the National Employment Standards

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### Introduction

Lakeside College is an P-12 co-educational Christian College in the Lutheran tradition. Situated in Pakenham, a picturesque suburb which is an easy drive to the south east of the Melbourne CBD, the College campus boasts excellent facilities in a pleasant surrounding and partnerships with local organisations give access to impressive arts and sporting venues.

Serving a growing and vibrant community, Lakeside College currently has 350 students divided across Junior, Middle and Senior Schools. Students, staff and parents are committed to supporting each child to learn, care and achieve – in doing so, giving glory to God and serving the world in love.

### Context

An exciting opportunity has arisen for an experienced Christian educator with passion for Middle School education to join the executive leadership team of Lakeside College.

The Head of Middle School is responsible to the Principal for the day-to-day operations and management of the Middle School, including staffing matters. The Head of School leads their sub-school to provide high quality Christian education in the Lutheran tradition and oversee the sub-school teaching and learning, curriculum and student wellbeing. In addition, this role will maintain a teaching load in the Middle School. The Head of Middle School leads a team of educators who work together to set and maintain an appropriate and cohesive Middle School philosophy.

The successful candidate will be part of a worshipping Christian community with membership of the Lutheran Church of Australia being desirable.

## **Key Selection Criteria**

The applicant for the position is required to provide evidence of skills and experience that demonstrates;

- An active Christian faith and willingness to uphold the ethos of the Lutheran Church of Australia
  - The successful applicant will hold leadership accreditation with Lutheran Education Australia or be willing to attain such accreditation
- An affinity for, understanding of, and commitment to leading Christian Education in keeping with our College Mission, Vision and Values statement
- Passion and experience leading best practice Middle Schooling
- Capacity to lead staff development
- Demonstrated capacity to reflect critically upon their professionalism as a leader and educator
- Demonstrated a high level of communication and interpersonal skills when relating to students, parents and other teachers
- Capacity to establish and develop positive and constructive relationships with students, staff, parents and members of the wider community

## **Application process**

- Applicants must submit an application containing:
  - A resume of no more than 3 pages
  - A statement addressing the selection criteria of no more than 2 pages  
Details of 3 referees, including one who may attest to the applicant's faith and/or ability to support the Christian ethos of the College

Applications should be submitted electronically to [recruitment@lakeside.vic.edu.au](mailto:recruitment@lakeside.vic.edu.au)

Applications close 5pm on Friday 22<sup>nd</sup> September, 2017

Shortlisted applicants will be invited to attend an interview in person or via Skype during the week commencing Monday 9<sup>th</sup> October, 2017

## **Questions**

The College Principal is on leave during the application process. Questions relating to College structure and priorities may be addressed by the College Business Manager.

Mr Chris Mc Millan

03 5941 7544

[chris.mcmillan@lakeside.vic.edu.au](mailto:chris.mcmillan@lakeside.vic.edu.au)

Questions relating to the educational program and critical needs of the College, may be addressed by contacting the Assistant Director of LEVNT, Mr Julian Denholm.

Mr Julian Denholm

03 9236 1250

[julian.denholm@levnt.edu.au](mailto:julian.denholm@levnt.edu.au)

**Attached documentation**

- Job Description
- Lakeside College – Vision, Mission and Ministry Statement
- College Strategic Plan – summary

*Lakeside College has a zero tolerance for child abuse and is committed to keeping all children safe from harm. The College complies with all relevant child protection laws and regulations in order to maintain a child safe culture. All applicants are to be aware that the College carries out appropriate checks to ensure candidates are suitable for working in a safe school environment.*