

Schedule 1



**POSITION DESCRIPTION
ART TEACHER
(PERMANENT PART-TIME)**

Document Control and Change History.

Reviewed:	May 2023	Authorised: Principal
Reviewed:	February 2025	Authorised: Principal
Reviewed:	August 2025	Authorised: Principal
Reviewed:	November 2025	Authorised: Principal



KINGSWAY
CHRISTIAN COLLEGE

POSITION DESCRIPTION ART TEACHER (PERMANENT PART-TIME)

Section 1. School Identification

Kingsway Christian College (governed by the Kingsway Christian Education Association (KCEA) Inc.)

Section 2. Mission, Vision and Values

Kingsway Christian College is a co-educational non-denominational Christian day school with more than 1400 students enrolled in K-12. The College has a friendly professional team of staff, modern facilities and attractive employment conditions.

The College has in place organisational Mission, Vision and Values which reflect the strategic directions of the College governing body, the Kingsway Christian Education Association (KCEA) Inc.

At Kingsway, we support and nurture our students so they can excel in their education, strive for excellence and develop their individual character. The College campus technology and infrastructure is designed to support creativity and innovation.

The College is fully committed to the protection of children, and to this end has in place policies and procedures for the recruitment and screening of staff, suitable to work with children and young people, who meet the selection criteria. The Kingsway campus is free of alcohol, illegal drugs and tobacco.

Kingsway provides a supportive environment for staff and is committed to staff health and well-being through various initiatives including a Wellness Program, incorporating an Employee Assistance Program.

Kingsway Christian College thrives on bringing out the best in its people who go on to influence the world around, for the glory of God.

Section 3. The Position

Title

Art Teacher

Section/Department/Learning Area

The Arts

Tenure & Workload

Part-time (0.5152FTE), permanent position commencing Term 1, 2026

Section 4. Remuneration Terms and Conditions

KCEA Inc. Teachers Enterprise Bargaining Agreement

Section 5. Reporting

Overall responsibility for the College lies with the Principal supported by the Senior Leadership Team comprising the positions of the Director of Corporate Services, Dean of Primary, Dean of Secondary, Dean of Christian Formation, Director of Community Engagement and the Director of Information Technology.

Secondary teaching staff report to their relevant Head of Learning Area for all aspects of teaching and curriculum, and performance management.

Section 6. Duties and Christian Practices

General Teacher Duties

Educational

- teaching duties;
- conducting devotions;
- attend staff meetings or professional learning teams – one afternoon per week;
- professional development including education seminars and conference; and
- curriculum development.

Administrative

- maintaining student records;
- interviews with parents and/or teachers;
- parent/teacher meetings;
- completing teaching programs for each term;
- completing associated administrative tasks; and
- managing classroom budget.

Recreational – organise, assist and/or supervise:

- sporting events;
- incursions, excursions, outings and/or camps;
- performance events such as plays or choirs; and
- transport to and from such activities.

Miscellaneous

- playground supervision;
- prayer meetings;
- enforcing the students' uniform code;
- activities and socials associated with year groups; and
- other activities consistent with the educational task of the College.

Extra-curricular commitment

- minimum of 40 pro-rata hours per year to undertake activities.

Section 7. Selection Criteria

Pre-requisites

1. Current registration with the Teacher Registration Board of Western Australia (TRBWA).
2. Satisfactory Department of Education Criminal History Clearance no more than 3 months old.
3. Working With Children Check clearance.
4. Written reference from Church Pastor/Minister.
5. Legally entitled to work in Australia with proof of Australian Birth, Citizenship or residency visa details.
6. Personal faith and commitment to the Lord Jesus Christ including regular church attendance and a lifestyle consistent with the expectations of Christian faith.
7. Supportive of the aims, principles and tenets of Kingsway Christian Education Association Inc. at Kingsway Christian College.

Essential

1. Demonstrated experience teaching Art in Years 7 to 12, delivering the Western Australian Curriculum and WACE courses.
2. Demonstrated high level ICT skills and ability to integrate ICT skills and differentiation as part of student learning.
3. Demonstrate a commitment to personal growth, education and welfare of young students.
4. Able to demonstrate inter-personal and problem-solving skills, and effective communication and conflict resolution skills in dealing with students, parents and staff.
5. Demonstrate familiarity with a variety of teaching and learning strategies to meet students' needs and course objectives.
6. Demonstrate ability to function and work collaboratively as a member of a Secondary school faculty and with other staff members.
7. Have a range of professional strengths, abilities and interests, able to enhance the learning program.
8. Able and willing to be involved in the extra-curricular activities offered in the College.

Desirable

1. Have experience in a Christian Education environment.
2. Hold a current Certificate IV in Training and Assessment.

Section 8. Application Process

Applications must include the following:

- Teacher Application Form
- Responses to the selection criteria
- A detailed CV
- Letter of reference from your current Pastor.

The application form and full details of this position are available on the College [website](#) or by contacting HR on 9302 8777 or HR@kcc.wa.edu.au.

Applications Close: 12 noon, Thursday 27 November 2025

Peter Burton
Principal
November 2025