



St Mary's College Broome

Application for the position of

## Relief Aboriginal Teaching Assistant

**Name:** \_\_\_\_\_

1. Please fill in **ALL** sections of this form, even if you wish to attach Curriculum Vitae.
2. Your covering letter should explain your reasons for applying for this position **AND** any other relevant information you may wish to include.
3. Please submit applications as an attachment to an email addressed to [marie.little@cewa.edu.au](mailto:marie.little@cewa.edu.au) . Your application will be acknowledged by return email. Applications close on **Friday 23 June 2017**.
4. The Principal reserves the right to seek information from people not listed in your application, unless specifically requested not to do so.
5. Applicants will be expected to uphold the Catholic ethos of the College.
6. In applying for this position you will be providing St Mary's College Broome with personal information. By submitting this application you agree that we may store this information for as long as necessary.
7. We will not disclose this information to a third party without your consent.
8. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish, that the College does not usually disclose the information to third parties and that we may store their information for as long as necessary.

1. **Name:** \_\_\_\_\_  
(Surname) (Christian name) (Title)

**Address:** \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_ Home **Phone:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_ Work **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

2. **Religion:** \_\_\_\_\_ **Parish:** \_\_\_\_\_ **Priest/Minister:** \_\_\_\_\_

3. **Working with Children Card No.:** \_\_\_\_\_ Copy attached:  Yes or  No

4. **Education**

Date	Institution	Qualifications

5. **Employment**

Date	Employer	Position

## 6. REFEREES

### **Professional:**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

### **Character:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

*I certify that all the information provided is true and accurate.*

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## ATTACHMENT 1

### Selection Criteria for Aboriginal Teacher Assistants

The successful applicant will be able to:

- Support the school in maintaining the Catholic ethos of the school and act in a manner that is supportive of the teachings of the Catholic Church.
- Wholeheartedly embrace the culture and vision of the school.
- Contribute actively to a dynamic team environment and embrace the concept of continuous learning.
- Promote the inclusion of Indigenous students in the school.
- Show initiative, work independently and contribute to a team environment.
- Demonstrate effective communication skills with staff, students and parents.
- Demonstrate competent use of information technologies.

### Desirable:

It is desirable that the applicant will have, or be progressing towards a Certificate III in Education Support.

### Qualifications Required:

Applicants should submit the following documentation as support to their application.

- Cover letter
- Curriculum vitae including the names and contact numbers of referees.
- Application Form- only the College application form is to be used.
- Copies of relevant qualifications.
- Please submit applications as an attachment to an email addressed to [marie.little@cewa.edu.au](mailto:marie.little@cewa.edu.au) including **all** of the above documentation, or as a hard copy to the College Administration on Port Drive.

Your application will be acknowledged by return email.