



## Application Form – Assistant Principal

**St Marcellin**

CATHOLIC COLLEGE

STRONG MINDS | GENTLE HEARTS

### 1. Personal Details

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

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

\_\_\_\_\_

Phone: \_\_\_\_\_

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

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

Current Employer: \_\_\_\_\_

Religious Denomination: \_\_\_\_\_ Parish: \_\_\_\_\_

### 2. Qualifications

#### 2.1 Teachers Registration Board of Western Australia (TRBWA)

Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

#### 2.2 Working With Children Check

Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_



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### 2.3 Educational Qualifications

| Year Obtained | Institution | Qualification | Major Area(s) /Study |
|---------------|-------------|---------------|----------------------|
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |

### 2.4 Other Educational, Professional or Technical Qualifications

| Year Obtained | Institution | Qualification | Major Area(s) /Study |
|---------------|-------------|---------------|----------------------|
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |
|               |             |               |                      |



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### 2.5 Accreditation

| Year Obtained | Accreditation Type and Number | Renewal Date |
|---------------|-------------------------------|--------------|
|               |                               |              |
|               |                               |              |

### 2.6 Relevant Personal Professional Development

List any relevant professional development.

|  |
|--|
|  |
|--|



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### 2.7 Extra-Curricular

All teaching staff at St. Marcellin Catholic College are expected to be involved in the extra-curricular life of the school. Please specify any particular expertise or interest you may have in these activities.

### 2.8 Professional Associations

List any professional associations of which you are a member.



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### 3. Teaching Experience

Indicate, in order, positions held, commencing with current or most recent

| Employer | Dates | Position Held | FTE |
|----------|-------|---------------|-----|
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |

### 4. Leadership Experience

Indicate, in order, positions held, commencing with current or most recent

| Employer | Dates | Position Held | FTE |
|----------|-------|---------------|-----|
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |



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| Employer | Dates | Position Held | FTE |
|----------|-------|---------------|-----|
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |
|          |       |               |     |

### Referees

Names and addresses of persons who have consented to act as referees. The Principal reserves the right to speak to persons not nominated by the applicant in regard to professional background. One of these persons must be your current employer.

#### 4.1 Parish Priest

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

Parish: \_\_\_\_\_

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

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

#### 4.2 Current Employer

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

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

School: \_\_\_\_\_

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

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



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### 4.3 Professional Referee

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

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

School: \_\_\_\_\_

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

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

### 4.4 Professional Referee

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

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

School: \_\_\_\_\_

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

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

## 5. Other Relevant Information

### Teaching in a Catholic School

#### All staff are required to:

- Actively support the objectives and ethos of Catholic education and the Vision and Mission of the College
- Live and act in a way that respects the beliefs and practices of the Catholic community
- Adhere to the College Code of Conduct
- Participate in an appropriate manner in the sacramental, liturgical and prayer life of the College
- Actively witness to Gospel Values in their daily work and in relationships with students, parents and staff
- Complete the appropriate [Catholic School Accreditation requirements](#)



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### Declaration

I declare that the information in the application is complete and correct in every detail. I understand that deliberate inaccuracies or omissions may result in non-acceptance of this application and/or termination of employment.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

St. Marcellin Catholic College employs teaching staff under the Roman Catholic Archbishop of Perth's Teaching Staff Enterprise Bargaining Agreements and Salary Schedules, please refer to the [Catholic Education Western Australia website](#).

Prior to commencement of employment all teaching staff must be registered with The Teacher Registration Board of Western Australia (TRBWA) and provide the following documents:

- proof of [TRBWA](#) registration and financial status
- a valid Working with Children Check
- academic transcripts