

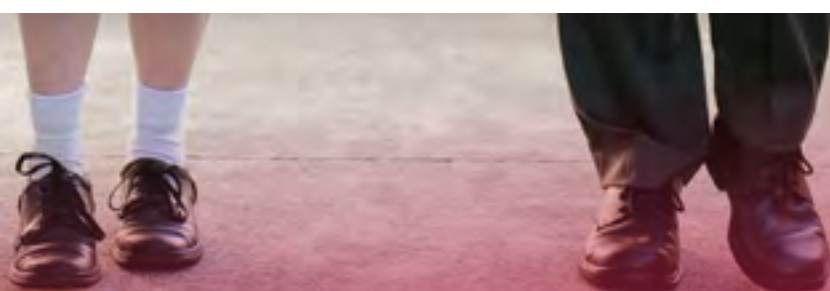


OXLEY
CHRISTIAN COLLEGE



Principal Appointment

INFORMATION FOR APPLICANTS



Vision Statement

To delight in God's love through inspired learning

Mission Statement

To provide an education for excellence within
a Biblical Christian worldview

Introduction

The Elders and Directors of Life Ministry Centre Ltd. seek to appoint a College Principal to lead Oxley Christian College from 2025. The College is a magnificent setting for girls and boys from Prep to Year 12, that holds to a biblical understanding and worldview of education.

Following a distinguished career of over 50 years across several educational sectors, our current Principal, Dr Douglas Peck, is retiring at the end of 2024. As Principal of Oxley for the last 8 years, he has worked closely with the Elders and Directors of Life Ministry Centre (LMC) Ltd. and College leaders to cultivate the Christian values and biblical principles of schooling, and to complete the College building master plan. Oxley enjoys a fine reputation, both nationally and internationally, as a place of educational

excellence, equipping students to live faithfully, to work and serve others in an ever-changing world.

A newly appointed Principal will lead the next phase of progress, further consolidating Oxley as a leading Christian school. The appointee will continue to develop the College vision for Christian education, to meet the needs of our current and future students. The appointee will be able to provide insightful leadership of staff and students, through effective oversight, delegation, and management, in close association with the College Council, which is responsible to the Elders and Directors of Life Ministry Centre.

In accordance with the process outlined in this document, applications are invited from suitably qualified and experienced Christian educators who are actively engaged in their own church.



The College

An Overview

Located on a beautiful and spacious 29-hectare campus, Oxley Christian College is a ministry of Life Ministry Church. As an independent, interdenominational, co-educational organisation, Oxley offers programs from Prep to Year 12, and enjoys a reputation for excellence in teaching and learning, and for dedication to pastoral care.

Located in Chirnside Park in Melbourne's outer Eastern suburbs, Oxley shares grounds with the Life Ministry Church, Oxley Kids, and Oxley Stadium. The College was established in 1979 and is governed by the Elders and Directors of Life Ministry Centre Ltd.

Oxley is a vibrant community in which students and staff are enthusiastically involved. Christian perspectives and values that are clearly evident in college life. Students are encouraged towards Christian faith and character to become people of integrity, selflessness and compassion, who value learning, excellence and truth.

Staff members are dedicated to student care and promote excellence in all aspects of college life.

They enjoy very high levels of respect and co-operation from students in a friendly, optimistic atmosphere, which engenders courtesy and active concern for the welfare of others.

Oxley Christian College aims to be:

- A school proclaiming God as Creator and Christ as Saviour and Lord, teaching a biblical world view, upholding godly standards and demonstrating God's love.
- A school whose people are compassionate, selfless and unified in Spirit in a community determined to serve others.
- A school committed to educational excellence, in which teachers and students are highly valued, mutually supportive and aspiring to give of their best.
- A school delivering a diverse curriculum of engaging and relevant programs to provide students with international understanding and skills for life in the 21st Century.
- A school with a stimulating, safe learning environment, with well-designed facilities and beautiful grounds.

Teaching & Learning

The College has a strategic education plan that flows out of the LMC Ltd Overview of the Ministry of Christian Education document. Oxley's Teaching and Learning framework is embedded broadly in the pedagogical principles of Classical Christian Education, Explicit Direct Instruction and Active Learning models.

This framework is a statement of intent and a work-in-progress. It provides the descriptive model required by regulatory authorities as well as the rationale for College values, mission and vision. Embedded in the framework is much of our current practice but equally the direction to proceed to gain a full and robust educational paradigm.

Key educational targets include high levels of literacy and numeracy, knowledge and understanding of the Key Learning Areas, and the development of skills that prepare students for life, work and service in the 21st Century. Focus areas are critical thinking, creativity, problem-solving, collaboration, communication, and strategic use of digital media to enrich learning. The College places the timeless Christian principles and values at the centre of wisdom and virtue, and embraces the democratic ideals of equity and justice.

As a College committed to the pursuit of best practice, targeted professional learning is a

priority for all staff. We are mindful of current research and trends in education and understand the need to meet the school performance standards and planned improvement as required by both State and Federal authorities.

Curriculum

The College curriculum is broad-based and responds to the requirements of the Australian Curriculum.

In Years 7 to 10, there is a common curriculum that ensures a sound and general introduction to Senior Secondary studies. A range of electives in Years 9 and 10 is offered. Years 11 and 12 study the Victorian Certificate of Education (VCE). There is a wide range of VCE units offered at these levels and approximately 50% of Year 10 students fast track by undertaking a VCE subject concurrently with their Year 10 studies.

The College has a very strong record in VCE results and tertiary entrance success. Oxley welcomes students of various academic capabilities. Students of differing abilities choose to remain for the highly valued experience of an Oxley Year 12 with their cohort. The College gained a median study score of 33.4 in 2023, placing it in the top 20% of schools in Victoria offering the VCE.



Inter-House and Inter-School Sports are keenly contested. Oxley Senior School is a member of the Eastern Independent Schools Melbourne (EISM) Competition.

Junior School students enjoy the strong encouragement and care of a dedicated staff team. Students are supported to increasingly take responsibility for their own learning. The learning environment of the Junior School is one that fosters a strong sense of community and an understanding of Christian values. Classes are conducted using Explicit Direct Instruction and active learning across a broad range of subjects. A focus on the key subjects of English and Mathematics instils a sense of discovery and a love of learning.

Staff ensure that a strong foundation of knowledge, skills and understanding are considered when planning and facilitating learning sequences. Learning is further enhanced through the classes in Christian Studies, Information Technology, Chinese, Performing Arts, Visual Arts, Physical Education and Library. Weekly Chapel services and varied co-curricular programs provide opportunities for students to develop skills in leadership and service.



Weekly Chapel services are held for the Junior Schools and Senior Schools respectively, in the Church auditorium. An annual highlight is Mega Chapel, when students from Prep to Year 12 come together for a special whole school Chapel celebration.

Oxley's Enviro Barn adjoins a wild life corridor and frog pond. It is a centre of active environmental and sustainability studies. There is a small orchard, olive grove and kitchen gardens. Oxley's Enviro Barn area has won several Victorian awards.



All Year 2 students are presented with a violin, viola or cello for intensive instrumental learning in small groups. Encouraged to practice at home each day, the program aims for beneficial learning habits and cognitive outcomes beyond the acquisition of important music education.

Some highlights of the Curriculum:

The College has a high reputation for studies in the STEM curriculum and the Performing Arts.

Performing Arts

A high proportion of College students participate in classroom music and instrumental programs. This gives children the opportunity to join ensembles and bands for enjoyment, as well as attaining very high levels of achievement in individual performance. Oxley caters to an enormous interest in music across a number of genres, as evidenced by some 200 students taking up private lessons for instruments, and attending the annual music camp.

The College music program spills over into our annual productions in both schools and other performances that are warmly celebrated in our community. The dedication, generosity and talents of Oxley students and staff receive high acclaim. These are the events the Oxley community remembers for life.

Digital Education

In equipping all students for the challenges of the 21st century, we seek to ensure that students have a broad and robust set of skills relating to the use of ICT devices. This is achieved both through specific Information Technology teaching, as well as the integrated use of software packages in the pedagogical practice across a range of disciplines in order that a full range of pedagogical techniques continue to be developed.

The College has a 1:1 digital learning program across both school sections and teachers are provided with the latest Microsoft Surface Pro device. In addition, Microsoft Surface Hubs are installed in each classroom of the Junior and Middle schools, enabling the efficient and extensive use of integrated technology. Oxley is a Microsoft Surface Lighthouse school. The College Learning Management System (LMS) is SEQTA, and SMS is Synergetic.



Off-Campus Learning

Off-campus learning is highly valued as an enriching extension of classwork, further engaging students through extended experiences. Oxley offers a wealth of co-curricular programs which provide many opportunities for active learning in a variety of settings. Examples include leadership and careers programs, job search and work experience, community service, Year 9 City Cite, Duke of Edinburgh program, student exchanges, Year-level camps, and the Year 12 annual missions trip to Cambodia with Samaritan's Purse.



Off-campus learning takes the Year 5 students to stay at Sovereign Hill, Ballarat, reliving the days of the 1850s gold rush.

At the Year 10 Aqua Camp, students learn snorkelling, boat handling, surfing and Scuba diving.



A high rise office in Melbourne's CBD is the base for all Year 9 students, who venture into the city in small unaccompanied groups during their three-week City Cite program.

Enrolments

The school enjoys an excellent regional reputation and draws students from an extensive catchment area. Oxley is well known internationally and for over 30 years has attracted up to 10% of students from overseas as Full Fee-Paying Overseas Students (FFPOS). The College is one of the initial members of the Melbourne Schools Partnership International with the University of Melbourne.

As a Christian College, Oxley attracts Christian families of all denominations and others who value Oxley's distinctively Christian programs and environment.

The present enrolment comprises some 500 in the Senior School (Years 7-12) and 350 in the Junior School (Prep-Year 6).

A state-of-the-art Early Learning Centre known as Oxley Kids opened in 2015, offering long day care to children from 18 weeks to school entry age, with integrated education programs, and incorporating the sessional kindergarten programs which the College has offered since its establishment. The programs of the Early Learning Centre provide an additional strong feeder of enrolments for the College.

The enrolment from Early Learning to Year 12 is over 1,000 students.

The Staff

Oxley has some 160 members of teaching and ancillary staff, all of whom are committed Christians. Staff are highly motivated and provide excellent services to the College. Oxley's culture is one of positive interaction and promotion of a sound work ethic in which students respect and respond very well to staff.

Teaching staff are supported by dedicated teams of learning support assistants, administration, technical, and property maintenance staff who understand their roles in providing a welcoming, safe and functional learning environment.

Organisational learning is a high priority. Staff are involved in appraisals and are strongly engaged in targeted professional learning programs.

The Learning Environment and Facilities

The College is set in 29-hectares of picturesque, well-developed, and meticulously maintained grounds. Staff and students enjoy outstanding specialist facilities. Since 2000, the campus has been transformed with major building works in accordance with the Master Plan – Stage 1: Senior School Complex & Science Centre, Stage 2: Inclusive Education, Library Resource Centre,

Food Technology, Administration Centre and Teachers' Common, Stage 3: Senior School of Art and Design, Stage 4: Oxley Stadium, and Stage 5: Performing Arts Centre. Most recently we have completed the Master Plan with new Junior and Middle School buildings and landscaping.

The Performing Arts Centre has a fully equipped theatre, classrooms for music technology, multiple studios for instrumental lessons and ensemble rehearsals, drama studios and performance spaces.



Oxley Stadium has five competition sized basketball courts, a multi-purpose mezzanine, teaching rooms, fitness centre, sports café, staff offices and extensive shower/change facilities. The Stadium overlooks a top grade oval and associated sports areas.

The Senior School building includes general classrooms, computer laboratories, science complex, staff offices and Year 12 common room. It adjoins the Senior School of Art and Design.



The new Junior and Middle School buildings boast purpose-built facilities. Our learning spaces are more than just classrooms, they are dynamic environments designed to inspire learning and creativity.



The Position

The Principal is delegated to protect, represent and promote the vision, mission and values of Oxley Christian College. The appointee will lead and manage the strategic and day-to-day operations of the College.

The Principal is required to be an active Christian and have broad experience in school leadership, a strong understanding of educational issues, and the ability to motivate staff and students to pursue excellent educational outcomes.

The core responsibilities of this position are:

Mission

- To lead the next phase of development of Oxley Christian College as a vibrant, caring, Christian community, committed to excellence of teaching and learning, nurturing students to be people of faith, integrity and compassion, equipped to confidently live, work and serve others.

Leadership

- Work collaboratively with the College Council and Elders and Directors of Life Ministry Centre Ltd to achieve the College strategic goals.
- Actively promote Oxley's Christian ethos and identity, its reputation and strength of educational provision.
- In consultation with the College Council and Elders and Directors of Life Ministry Centre Ltd, assist in the development and implementation of strategic, operational, financial and master plans.
- Oversee the development and implementation of policies, procedures and practices which align with the school's Vision, Mission, Values and Strategic Plan.
- Undertake appropriate professional learning and engage in professional associations.

Operational Management

- Provide careful oversight of financial goals and performance, holding a strong understanding and control of the College compliance framework, including the maintenance of a safe environment for the health and well-being of all staff, students and visitors to the College property.
- Monitor all staff according to appropriate lines of accountability, including managing and fostering a close working relationship with the Senior Executive team.
- Establish appropriate delegations, accountabilities and lines of reporting with the School's Senior Executive and Core Team for the efficient and effective leadership and management of all aspects of College operations, including the co-curricular programs.
- Regularly report and make recommendations to the College Council regarding educational, financial and compliance matters.
- Oversee the allocation of roles, performance, appraisal and targeted professional learning of all College staff.

- Together with the Chairman of the College Council, oversee the appointment of all staff of Oxley Christian College. Appointments of the Business Manager, Deputy Principal, Heads of Junior and Senior Schools and Chaplain, are made by the Elders and Directors of Life Ministry Centre Ltd.
- In liaison with the Business Manager, ensure that proper financial procedures and controls provide effective management of the College resources.
- Ensure compliance with all applicable legislation, policies and practices.
- Ensure that College promotion and marketing strategies enhance the College reputation.

Teaching and Learning

- Lead and build a collaborative learning community focused on excellence of teaching and learning, through ongoing teacher development and school improvement planning.
- Foster the strong culture of teacher capacity, best practice and pursuit of strong educational outcomes for students of all abilities.
- Oversee the College curriculum to ensure its compliance with the Australian Curriculum.
- Work collaboratively with staff to ensure high levels of student wellbeing and management.
- Ensure strong budget and resources management to support high standards of teaching and learning, and maintenance of a safe, stimulating learning environment.

The Community

- Nurture relationships with Oxley parents, alumni and other members of the College community.
- Foster a community culture of confidence and trust in the College and build appropriate links with local organisations.
- Maintain strong connections with all the other ministry divisions of Life Ministry Centre, support the spiritual life of the College and the growth of Christian faith and values in the community.



Key Competencies

- Understanding of, and commitment to, the vision and mission of Christian schools.
- Capacity to provide effective visionary and strategic leadership.
- Proven success in a senior position of educational leadership and history of excellence as a teacher, preferably in a variety of settings.
- Strong understanding of contemporary education issues and ability to lead improvement in teaching and learning.
- Ability to manage the tension between the pursuit of academic excellence and the broader purposes of education.
- Ability to analyse, review, plan and manage the safe and proper operations of an independent college, with a commitment to excellence and quality assurance.
- Outstanding interpersonal and communication skills and ability to lead, collaborate, consult and delegate.
- Active, mature Christian faith and deep commitment as a disciple of Christ.
- A demonstrated ability to manage change and maintain high levels of staff morale.
- Strong academic qualifications and commitment to ongoing professional development.

Commitments

The appointee will be required to fully commit to:

- A professional review of the appointment within the initial 3-year term conducted by the College Council.
- The LMC Ltd and College Child Safety and Wellbeing policies.
- The College as a Ministry of LMC Ltd , its policies and Statement of Faith (page 14).
- The College Strategic Education Plan.
- A biblical ethos, identity and theological foundation for the practice of Christian education.

Conditions of Appointment

The Principal will be appointed by the Elders and Directors of Life Ministry Centre Ltd for an initial period of three years. Resignation or termination within this period will be subject to six months written notice. Re-appointments beyond the initial period may be made by the Elders and Directors of Life Ministry Centre Ltd for further fixed periods of up to five years. The official commencement date is January 2025, or by negotiation.

Application Process

The process requires applicants to demonstrate to the Elders and Directors of Life Ministry Centre Ltd that their experiences, knowledge and abilities equip them with the vision, character and skills to be a successful leader in the role of Principal of Oxley Christian College.

Applicants for the position of Principal are required to submit the following:

- A completed application form available on the College website (oxley.vic.edu.au) under the Employment tab.
- Curriculum Vitae providing details of qualifications, positions held and other relevant experiences, names and contact details of three referees, one of whom will be your current or recent pastor or minister.
- Covering letter that states a rationale for your interest in this position and your response to the required key competencies.
- A personal statement of the educational philosophy of Christian education.
- A personal statement of faith.
- A list of any published papers or academic contributions to the wider educational community.
- Two examples of your own written communications to your current school community.
- Certified copies of tertiary and teaching qualifications and academic transcripts.

Applications and enquiries should be directed to the Chairman of The Board of Elders and Directors, Pastor Graham Nelson, via email at graham@lmc.org.au

Applications close Monday 15th April 2024



Statement of Faith

The Bible

We believe in the Divine inspiration, the infallibility and supreme authority of the Old and New Testaments in their entirety. They alone constitute the sole and absolute authority in all matters pertaining to Christian faith and practice.

Trinity

We believe there is one God, perfect and holy, existing eternally in three equal divine persons of the Father, the Son and the Holy Spirit. God is the creator and sustainer of all things, both visible and invisible, the heavens, the earth and all that is contained in the universe.

Jesus Christ

We believe that the Lord Jesus Christ is the eternally existing only begotten Son of God, the Lord of all creation who was with God in the beginning and at the appointed time took the form of man, lived a sinless life and died on a cross, being raised again on the third day.

Virgin Birth

We believe that Jesus was the Word made flesh, supernaturally conceived by the Holy Spirit and born of the virgin Mary.

Redemption

We believe that Jesus Christ lived a sinless life and died as a sacrifice on the Cross, shedding His blood for the remission of sin for all mankind. He is the only source of salvation from the penalty and consequence of sin.

Resurrection

We believe that Jesus Christ rose from the dead in His own glorified body for man's justification, ascended into Heaven and is seated at the right hand of the Father.

Salvation

We believe that all men are in a fallen sinful and lost condition as a result of the original sin of Adam and Eve who were created without sin. In this state of depravity, man is helpless to save himself and is under the condemnation of God to eternal punishment in Hell. Salvation from this state is solely by grace and is received through genuine repentance toward God and trust in the Lord Jesus Christ. This experience is known as "new birth" and is an instantaneous and complete operation of the Holy Spirit who alone convicts men of sin, leads them to repentance, creates faith within them and regenerates. The regenerate person is indwelt by the Holy Spirit who imparts gifts and manifests fruits through the believer.

Second Coming

We believe the Lord Jesus Christ will visibly return to earth in person to establish His Kingdom. This will occur at a date undisclosed by scripture.

Kingdom of God

We believe that the Kingdom of God is made up of believers from all nations and denominations who are under the headship of the Lord Jesus Christ. The Church is the visible manifestation of the Body of Christ in the local community expressing itself through local congregations.

The Christian Life

We believe that the Christian life is expressed outwardly by conformity to the standards expressed in the Bible which is the sole and absolute authority in all matters pertaining to Christian faith and practice.





oxley.vic.edu.au

15-49 Old Melbourne Road, Chirnside Park VIC 3116
Phone: +613 9727 9900 | office@oxley.vic.edu.au

Life Ministry Centre Ltd, trading as Oxley Christian College

ABN: 25 005 670 682 / 008

CRICOS Provider Code: 00331 C

CRICOS Course Codes: 016943K Primary Years 1-6 | 016944J Secondary Years 7-12