



HOPE
CHRISTIAN COLLEGE

Hope Opportunity Promise Excellence

Assistant to Head of School (3 roles)

Due to growth Hope Christian College is looking to employ 3 experienced, organised Assistants who are committed Christians. (One for each of the Heads of School; Junior School Years R- 5, Middle School Years 6-9, Senior School Years 10-12.) Experience as an Assistant is essential.

The roles are 0.6 FTE/22.5 hours per week. Days worked are negotiable. This role is for school term weeks (40 weeks) + 1 week prior to the new school year (mid-January) + 4 weeks paid annual leave. There is the possibility of increased days as the roles develop.

The successful applicants will be required to have a current Working with Children Check (WWCC) and a current Responding to the risk of Abuse, Harm and Neglect certificate (RRHAN Training) prior to commencing.

The Role Statement and Application documentation can be found at www.hopecc.sa.edu.au. Please forward the completed documentation to: recruiting@hopecc.sa.edu.au.

Applications close Friday 28 April 2023