



Carey
Baptist
College
Forrestdale

Application for Employment Administration Assistant 0.50FTE

Background Information

Carey Baptist College Forrestdale was established by Carey Baptist Church in 2016 as a missional platform to equip young people within the community to be of Godly character and influence. The College is a centre of learning, focused on effective teaching and holistic education, providing support and community for the whole family.

Carey Forrestdale is a unique expression of the Carey vision, utilising the beautiful natural surroundings to incorporate an outdoor learning focus within the diverse curriculum. These rich learning experiences, facilitated by skilled educators, see students encouraged to explore their strengths and God-given talents.

The leadership and pioneering educators at Carey Forrestdale are able to glean from over 20 years of experience at the Harrisdale Campus, while developing innovative approaches to cultivate this new community. Featuring purpose built, state-of-the-art facilities, this growing campus provides students and families a space to connect, explore and grow. Carey Forrestdale has a brand new community hub, which includes an auditorium, café kiosk, break out spaces, offices and classrooms.

Carey Forrestdale is co-educational and currently educates students from Kindergarten to Year 9, growing each year to eventually offer Kindergarten to Year 12. We serve to equip students for optimal choice at the conclusion of Year 12 and we are committed to honouring God in all that we do.

Carey is a highly relational community of faith on mission in the world. As such, how we live and serve together matters. Mission, faith and relationships are three words that are used to describe Carey. In order to ensure that we remain a relational community of faith on mission in the world, we have identified a number of core values that we believe are essential in shaping us as a community.

- **Courage** – Not the absence of fear but the ability to act despite it.
- **Integrity** – Acting in public as you would act in private.
- **Humility** – Meeting the needs of others before meeting the needs of yourself.
- **Kindness** – Sharing freely with others.
- **Respect** – Honouring the God-given dignity of another.

The gospel is the foundation from which we serve, in an environment that respects the diversity of our students, their families and the broader community. As such we believe that we 'earn the right to speak' by delivering an excellent education to our students in an environment that values courage, integrity, humility, kindness and respect.

With an open enrolment policy, we understand that not all families will have a Christian faith, so we strive to create an environment where students are supported as they consider their spiritual development and objectively examine the teachings of the Bible.

Application for Employment

Last Name: _____ Given Names: _____

Address: _____

Suburb: _____ Postcode: _____

Phone (home/mobile): _____

Email: _____

TRBWA Registration No.: _____

Working With Children Check No. : _____

First Aid : _____

Academic Qualifications

Qualification	Name of Institution	Year Obtained

Other Qualifications

Qualification	Name of Institution	Year Obtained

Employment History

Organisation	Positions held	Dates	FT/PT/Casual

Professional Development

Details of courses, conferences or seminars attended within the past 3 years relevant to the advertised position.

Course/Conference	Date Attended	Location

Additional Skills

How did you hear about this position? SEEK | Facebook | LinkedIn | College Website | CSA | AISWA

Friend _____

Other _____

Statement of Principles and Beliefs of Christian Faith

I have read the Statement of Principles and Beliefs of Christian Faith for Carey Baptist College. I fully support the intent and spirit of the document and in signing this Statement of Principles and Beliefs of Christian faith, I give evidence of my personal relationship with Jesus Christ.

Signed: _____ Date: _____

Statement of Principles

- Jesus Christ alone is head of the Church.
- The Church is the community called into being by God. In both its universal and local expressions, it consists of persons who have personally and knowingly accepted Jesus Christ as Saviour and Lord and have pledged themselves to worship, follow and serve him as a priestly community.
- By his high priestly ministry, Jesus Christ has won the right for every believer to approach God directly through him.
- Jesus Christ is the supreme authority in all matters of faith and conduct in the life of both churches and individuals.
- He has given to all churches and to every individual the right and responsibility to understand and to do God's will. Therefore, being accountable to God, Christians are not to despise their fellow believers but to accept one another as Christ's servants, allowing each other freedom of conscience.
- God has given to human governments the right and responsibility to promote what is just and good but not to coerce belief or practice contrary to conscience.

Beliefs of Christian Faith

- There is only one God. He is infinitely good and great, and has revealed himself to be personal and triune in essential being, eternally existing as Father, Son and Holy Spirit.
- God speaks to us through the bible, the 66 Scriptures of the Old and New Testaments. Being God-breathed they are fully trustworthy and supremely authoritative for what we believe and how we are to live.
- God created the heavens and the earth and all that exists in them. He continues to care for and govern his creation, working out his purposes for all he has made.
- In creating humans, male and female, in his likeness God intended that we should live in fellowship with him. However, tempted by Satan, God's adversary, the first man and woman disobeyed God. The effect of their sin spread so that we all sin, falling short of our responsibility to love God and neighbour and care for the world.
- Despite our sin which alienates us from God and rightly deserves his judgment, God, because of his grace and great love for all people, sent his son into the world to save us.
- The incarnate son, Jesus of Nazareth, was conceived by the virgin Mary through the Holy Spirit. Fully human and fully divine, he lived on earth a sinless life of perfect obedience. He died on the cross as a sacrifice on our behalf and in our place, redeeming us from the penalty and power of sin and triumphing over Satan. He was raised bodily from the dead and ascended to his Father's presence where he lives forever as our great High Priest and reigns as Lord of all.
- The Gospel, the good news concerning Jesus Christ and his reconciling work, is God's powerful way of bringing salvation. All who respond in repentance and faith God sets right with himself, forgiving and cleansing them from sin and giving them his Holy Spirit and eternal life.
- The Holy Spirit gives new life to all believers and resides in them permanently empowering for life and witness. He makes them holy and enables them to grow into the likeness of Christ. Through the Spirit God grants all his people various gifts for the well-being, functioning and mission of the Church.
- All Christians are commanded to love God with all their heart, mind and strength, and their neighbours as themselves. What love means in practice, we discover through searching the Scriptures, which reveal God's character and will. Such love includes the responsibility of every Christian to participate in the proclamation of the good news throughout the world.
- While all believers belong to the universal church, God gathers them into local churches which exist to worship and serve him. Jesus Christ, the head of the church, has established both baptism and the Lord's Supper.
- Jesus Christ will return visibly and victoriously from his Father's presence to complete his conquest of sin and evil. All people, both believers and unbelievers, will be raised bodily and be judged by God. Believers will enjoy eternal blessedness in God's presence, while unbelievers will suffer the eternal punishment of exclusion from his presence. The whole creation will be so transformed that righteousness will characterise the new heavens and the new earth forever.

This Statement aims to give us all a common starting point and to underline the Christian ethos of The College. It is the basis on which we will view one another, our students and their families, and our framework for grappling with contentious issues in our community and the world.

How to Apply

Please supply your complete application package by the closing date, clearly addressed to the following:

Apply via Email to:

Mr Nigel Wise
Principal Forrestdale - Carey Baptist College
Email: f.principalpa@carey.wa.edu.au

- Supply in A4 photocopy form.
- Supply as one attachment where possible.

What to include with your Application

- A completed Carey Baptist College Application for Employment Form.
- A written application in which you:
 - briefly (1/2 page) outline your own "spiritual journey" and faith decision;
 - indicate your reasons for wanting to be in the role to which you have applied.
- A detailed CV with the name and contact details of two referees (one of whom should be a recent employer).
- A copy of your Working with Children Check and Police Clearance.
- A reference from your minister of religion.