



WAGGA WAGGA
CHRISTIAN COLLEGE
FORWARD IN FAITH

POSITION DESCRIPTION

COLLEGE VISION:

In Christ, partnering with families in providing excellent academic and practical education, preparing students to act justly, love mercy and walk humbly before God.



POSITION TITLE: Defence School Mentor (DSM) part-time

EMPLOYMENT CLASSIFICATION: School Administration Services

REPORTS TO: Heads of Primary & Secondary School
(Note: All positions are ultimately accountable to the Principal)

POSITIONS REPORTING TO THIS ROLE:

Nil

AGREEMENT/AWARD:

General Staff Multi-Enterprise Agreement 2020-2023

COMMENCEMENT LEVEL:

Level 3 Step 1 – School Administration Service

THE COLLEGE

Wagga Wagga Christian College is an educational institution committed to providing a nurturing and inclusive environment for students. We recognise the unique challenges faced by students from Defence families as they transition into our College community. The College is seeking a passionate and dedicated Christian Defence School Mentor (DSM) to join our team in Term 1, 2024.

THE ROLE

The Defence School Mentor plays a pivotal role in supporting students from Defence families in their integration into Wagga Wagga Christian College. You will provide guidance, mentorship, and support to these students, helping them feel welcome and understood in our College community. Your role will partner with staff and Defence families to create a positive and nurturing educational environment, ensuring the wellbeing of children of ADF members.

Objectives:

- Provide families with information about the College environment, support available and relevant to the child's development needs.
- Support children to access College based social and emotional support, aligned to College policies.
- Facilitate opportunities for children to build relationships and connections through events and other initiatives.
- Raise awareness amongst the College community about the impacts of the Defence lifestyle on children and families.

Responsibilities:

- **Integration:** Facilitate the smooth integration of Defence students into the College community by connecting them with peers, teachers, and resources.
- **Advocacy and Awareness:** Serve as an advocate for the Defence students, ensuring their voices are heard and their unique needs are met within the College community. Raise awareness about the military lifestyle's impact and the importance of supporting these students effectively.
- **Communication:** Maintain open and transparent communication with parents, carers, and College staff regarding the progress and well-being of Defence students.
- **Activities:** Organise or assist with activities, events, ceremonies that promote a sense of belonging and inclusion of Defence students – i.e., coordinate appropriate welcome and farewell activities for Defence families with the support of Community staff.
- **Support:** Organise and facilitate individual or group support programs and provide resources that focus on key areas of impact from the military lifestyle, including but not limited to friendship building, resilience enhancement, transition tools, and coping strategies for parental absence.

Selection Criteria:

- An active Christian faith in line with the College's Statement of Faith, and current involvement in a church community
- Experience in supporting defence families will be highly regarded
- Possess a current NSW Working with Children Check
- First Aid qualified (this role requires completion of a current first aid certificate) or willingness to undertake this
- Have the legal right to work in Australia

Apply:

To apply for this position, please submit the application form.

Applications should be addressed to the College's HR Officer, Melissa Hubbard and emailed to m.hubbard@wwcc.nsw.edu.au.

Applications for this position will close on Friday 24 November 2023.

This Position Description details the Key Result Areas. Other Duties may be assigned and will reflect the skill and experience level of the individual.

I have read and understood the above Position Description.

Signed _____

Dated ____/____/____