

An exciting job opportunity with Australia's premier performance-centred school

The McDonald College is an independent, non-denominational, co-educational K – 12 school located in North Strathfield.

We specialise in performing arts and elite tennis, with an equal focus on academic rigour. Performance streams include Acting, Classical Ballet, Dance, Music, Musical Theatre, Technical Production and Elite Tennis.

There is a real sense of community at The McDonald College. We are a small and dedicated team. Students are at the heart of everything we do. We share in their passion for performance – whether that's on-stage, on a court or in the classroom.

POSITION TITLE	Head of English
EMPLOYMENT TYPE	Permanent Full-Time
THIS ROLE REPORTS TO	The Principal, delegated to Deputy Principal and Director of Curriculum
COMMENCEMENT DATE	Term 1 2027

Summary of the role

An exciting opportunity exists for a NESA qualified teacher to be employed as our Head of English, and to lead the delivery of teaching and learning in this department from Year 7 to 12 with passion and commitment, creating an effective and challenging learning environment with high expectations of students and staff.

We are looking for an experienced educator to join our dynamic and caring team.

The successful applicant will possess outstanding leadership skills to inspire an exemplary team of English teachers.



KEY RESPONSIBILITIES

Leadership

- Lead the development of innovative teaching and learning with their comprehensive pedagogical knowledge applied to NESA curriculum and reporting requirements.
- Supervise the programming and maintenance of registers for all NESA syllabi covered by this Department
- Liaise with the Director of Curriculum to establish assessment procedures within the guidelines of NESA.
- Excellent interpersonal qualities and skills necessary to inspire staff and students working closely with all members of the College community.
- Proven ability to work energetically in a dynamic learning environment.
- Demonstrated excellence in current and emerging educational developments in English incorporating technology to enhance engagement in the learning environment.
- Encourage and support a departmental culture of professional development seeking new skills and methods in course delivery. The aim should be to encourage staff and student motivation and engagement.
- Be proactive and show initiative to lead the development of best practice strategies in an effective departmental team.
- Encourage and enable students to experience and achieve over and above that offered through official NESA courses – e.g. through extension programs or challenge days
- Ensure effective communication and collaboration within the department.
- Contribute to maintaining academic standards and student behaviour as set out in College policies and expectations of teaching staff.
- Ensure that programs and registers are maintained for all courses taught within the department and are documented in a timely manner.
- Contribute to the College magazine and newsletters in a timely manner.
- Induct and mentor new staff in accordance with the College's Induction and Mentoring program.

Teaching and Learning

- Plan and implement creative and well sequenced teaching and learning programs that engage and challenge students, promote learning and have high expectations of staff and students.
- Use a range of teaching strategies to deliver quality teaching that engages and challenges students.
- Be responsive to student learning styles by differentiating teaching and learning delivery.
- Demonstrate a passion for and experience in assisting students to achieve learning outcomes to the best of their ability.
- Use continuous assessment and constructive feedback to inform teaching practices personally and within the department.
- Work collaboratively within the faculty and across all support systems in the College for the benefit of student learning.
- Engage in constructive, positive, meaningful and opportune communication with parents / carers in a timely manner.
- Oversee and prepare regular and meaningful feedback to students within the department and write constructive, positive student reports that reflect a deep understanding of the student and their learning continuum.
- Share knowledge and resources to ensure best practice within the department and across the College's professional learning community.



- Foster a collaborative and positive organisational culture that supports staff suggestions and improvements.
- Adhere to deadlines.
- Attend all mandatory College functions such as but not limited to Speech Night, Sports Carnivals, Parent / Teacher / Student Conferences and after-hours Information Sessions.
- Attend College performances regularly to demonstrate interest and support for the students.

KEY CHALLENGES

- Endeavour to ensure that staff feel valued and motivated members of an exciting team shaping the lives of our students and young performers.
- Have high expectations for each student and ensure that they feel heard and are extended.
- Maintaining records as required for the NESA Registration and Accreditation process.
- Inspiring an ongoing passion and motivation in staff and students alike.
- Inspiring students for success in HSC examinations, external competitions and for life.
- Managing a range of sensitivities, relationships and competing interests.
- Managing in a tight operating budget maximising both output and returns within that budget framework.
- Managing time effectively.
- Continually re/develop risk minimisation strategies, policies and guidelines especially with respect to work, health and safety.
- Sensitive handling of parental expectations, particularly where these are unrealistic.

WORKPLACE HEALTH & SAFETY

- Be responsible and accountable for the work health and safety of all persons under the direction of this role.
- Comply with the College's Child Safe Policy.
- Oversee Work Health and Safety within the department.
- Comply with The McDonald College's established policies and standards.
- Ensure that personnel in this faculty comply with The McDonald College Workplace Health and Safety procedures and requirements.
- Support the department's emotional and social wellbeing.
- Implement prompt action to control any observed or reported hazard and report the hazard to management.

ESSENTIAL CRITERIA

- Hold a current Working With Children Check (WWCC)
- State as part of your application that you have read, understood, and agree to comply with the College Statement of Commitment to Child Safety and Wellbeing (see below)
- Be a NESA registered teacher
- Demonstrated leadership experience within an educational institution (preferred).
- Demonstrated ability to teach and lead Stages 4 - 6 NESA English Curriculum where students have achieved in top Bands at all year levels including HSC Extension 1 and 2 English.
- Demonstrated ability to liaise successfully with students, staff and parents.

Please note if you do not address the above essential criteria, your application will not proceed.



KEY RELATIONSHIP AND INTERACTIONS

Principal

Deputy Principal

Director of Curriculum

Students and Parents

Heads of Department

Business Manager

Administrative Staff

Professional Associations, Links and Partnerships

PLEASE INCLUDE
WITH YOUR APPLICATION

- Cover letter, addressing the selection criteria and acknowledging that you have no knowledge of:
 - any Child Protection allegations against you
 - any professional misconduct allegations concerning you.
- A full Curriculum Vitae.
- Current Working with Children Check.
- Completed [Child Safe Applicant Declaration](#).
- Contact details of two (2) professional referees, one of which must be from your latest employer.

PLEASE ADDRESS YOUR APPLICATION TO

Ms Maxine Kohler, Principal of The McDonald College and submit to marketing@mcdonald.nsw.edu.au
Interviews will commence as soon as suitable candidates apply.

Applications close: Monday, 19 October 2026 at 4pm

Statement of Commitment to Child Safety and Wellbeing

All children and young people who come to **The McDonald College** have a right to feel and be safe. We are committed to providing a child safe and child friendly environment, where children and young people are safe and feel safe, and are able to actively participate in decisions that affect their lives.

We have a zero tolerance for child abuse and other harm and are committed to acting in students' best interests and keeping them safe from harm.

The **College** regards its **child safe** responsibilities with the utmost importance and is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture.



Each member of the **College** community has a responsibility to understand the important and specific role they play individually, and collectively, to ensure that the wellbeing and safety of all students is at the forefront of all that they do, and every decision they make.

Each member of the College community must never use the College's networks to view, upload, download or circulate any of the following materials:

- sexually related or pornographic messages or material
- violent or hate-related messages or material
- racist or other offensive messages aimed at a particular group or individual
- malicious, libellous or slanderous messages or material
- subversive or other messages or material related to illegal activities.

The child's right to privacy is respected and supported based on honest and open communication. Fostering trust and respecting boundaries will nurture confident young adults.

The **College's** Statement of Commitment to Child Safety has been designed to reflect the National Principles for Child Safe Organisations.

Please see here for The McDonald College [Child Safe Applicant Declaration](#).