



Intern Program Co-ordinator

(part-time position)

The Anglican Schools Corporation - Hurstville NSW 2220
(Includes flexible working arrangements with regular school visits)

Are you a passionate educator, with a love of Christ, who enjoys helping others to flourish?

Support the Director of Education and Mission in growing, strengthening and refining the ASC Intern Program and guiding our schools in maximising the experience and value of the program.

- Enrich the experience of initial teacher education and experience
- Engage with leaders and teachers across the Anglican Schools Corporation
- Support the ASC mission to provide quality, affordable Christian education

The Role

We are seeking a highly accomplished educator who is committed to the mission and vision of the Anglican Schools Corporation to provide affordable quality Christian education who can help to grow and shape the Intern Program in its formative years. The role will support the Director of Education and Mission to refine and strengthen the program, which currently has 40 interns placed across 15 schools. This multi-faceted role will suit an outstanding classroom practitioner who is comfortable and confident engaging with School Principals, working with teaching staff, investing in young people and supporting their initial teacher education.

The Organisation

The Anglican Schools Corporation is established by the Anglican Church Diocese of Sydney to provide an affordable, quality Christian education. The Corporation owns and operates 18 schools across 19 campuses across the greater Sydney area, the South Coast and Central West of NSW, catering for the academic, spiritual and pastoral needs of over 17,500 students.

The Anglican Schools Corporation (ASC) Group Office is responsible for the delivery of financial, IT, HR and capital works management services to the Corporation's 18 schools and governing bodies. The Director of Education and Mission reports to the CEO.

The Application

For a confidential conversation about the role, please contact Merryn Clarks Smith 8567 4037.

To apply for this role, please email your CV, a cover letter outlining your interest and suitability and the names of three referees to recruitment@tasc.nsw.edu.au - at least one referee should be your current minister or someone from your church who can attest to your Christian faith and practice.

Only applications submitted via email will be acknowledged.

Applications due by 5:00pm on Friday 16th February 2024

Position Title:	Intern Program Co-ordinator (part-time position)
Context:	<p>The supply of quality Christian teachers is critical to the Anglican Schools Corporation’s ongoing mission to provide quality Christian education. The ASC Intern Program engages Christian people who are passionate about sharing their faith in the context of an Anglican school, whilst they undertake tertiary education studies, and provides them with a broad range of experiences in a school setting.</p> <p>The Intern Program is a school-based training program designed to build skills in a broad range of day-to-day school experiences, not ordinarily covered as part of university study or practicum experiences, with a view to ongoing employment upon graduation.</p> <p>In 2024, the ASC’s Intern Program is entering its third year with 40 interns placed across 15 schools. The Intern Program Co-ordinator will support the Director of Education and Mission in facilitating the program and providing support to our schools hosting interns.</p> <p>https://www.tasc.nsw.edu.au/internprogram</p>
Published:	By the Director of Education and Mission – January 2024
Department:	Group Office – Education and Mission
Location:	Hurstville, NSW (Includes flexible working arrangements with regular school visits)
Load:	0.4FTE
Responsible to:	Director of Education and Mission (DEM)
Organisation:	<p>The Anglican Schools Corporation is established by the Anglican Church Diocese of Sydney to provide an affordable, quality Christian education. The Corporation owns and operates 18 schools across 19 campuses across the greater Sydney area, the South Coast and Central West of NSW, catering for the academic, spiritual and pastoral needs of over 17,500 students.</p> <p>http://www.tasc.nsw.edu.au</p>
Relationships:	<p>Internal: Director of Education and Mission, ASC Executive, Business Partners, Principals and school personnel (mentors and supervisors), Interns</p> <p>External: churches, universities, Christian organisations</p>
Purpose:	<ul style="list-style-type: none"> • Further develop and refine the Intern Program • Support interns and host schools • Grow and promote the program

Position Description – Education and Mission Mentor - The Anglican Schools Corporation

Responsibilities:	<ul style="list-style-type: none">• Support the ongoing growth of the intern program• Promote the program with churches and universities• Work with schools to ensure appropriate onboarding and induction of interns• Guide schools in developing learning opportunities for interns• Provide support for school based mentors and supervisors• Check in regularly with interns and provide support where required• Liaise with Principals regarding placing graduate interns• Facilitate the annual intern training day• Assist with hosting termly intern dinners• Oversee the advertising, application and appointment processes• Contribute to the overall mission and vision of ASC
Requirements:	<ul style="list-style-type: none">• Practising Christian, active in local church• Strong interpersonal and relationship building skills with ability to engage with Principals, school executives and interns• Accomplished educator with experience in Anglican schools• Passion for education and a love of people• Excellent communication skills, both oral and written• Energy, vision and creativity
Technical skills:	<ul style="list-style-type: none">• Proficiency in Outlook, Word, Excel, PowerPoint, Teams, Adobe Acrobat• Ability to interface with social media platforms

[Further information on the Intern Program](#)

[See the Intern Program in action](#)

To apply for this role, please email your CV and a cover letter to recruitment@tasc.nsw.edu.au

The Anglican Schools Corporation is committed to child safety and complies with the requirements of the Child Protection (Working with Children) Act 2012. All staff are required to comply with the applicable child protection legislation and ensure that Child Safety policies and procedures are implemented at all times.