



MacKillop
CATHOLIC COLLEGE

TEACHER - ENGLISH 2026

Application Package

**Applications Close:
Friday, 5 December 2025 at 1.00pm**

General Information

MACKILLOP CATHOLIC COLLEGE

MacKillop Catholic College is a co-educational Year 7-12 Catholic secondary school located in Mornington on Hobart's Eastern Shore.



We aim to educate the whole person: spiritually, intellectually, physically, socially, emotionally and morally. We believe in the importance of a broad curriculum suited to the needs, abilities and interests of the students. We aim to provide encouragement and opportunity for each student to reach excellence and to achieve to the best of their God-given talents.

For further information click the following link to access the MacKillop Catholic College website:

<https://www.mackillop.tas.edu.au/>

CATHOLIC EDUCATION TASMANIA (CET) is a community of thirty-eight schools and colleges serving over 17,000 students and their families across Tasmania supported by the Tasmanian Catholic Education Office (TCEO).



The Archdiocese of Hobart covers the State of Tasmania. The Archbishop of Hobart authorises the existence of all Catholic Education institutes in Tasmania.

Under the governance of the Catholic Education Commission of Tasmania (CECT), Tasmanian Catholic Education Office (TCEO) is responsible for the oversight, funding and coordination of 38 Archdiocesan schools and three TCEO offices.

The Archbishop delegates responsibility to other key bodies including the Catholic Education Commission Tasmania (CECT), the CET Executive Director, School Boards and other groups that support Catholic schools.

Employees are to be familiar with, have an understanding of and uphold the implementation of the Archbishop's Charter for Catholic Schools.

The TCEO, established in 1959, is the central administrative and coordinating body for the multi-faceted and diverse mission of Catholic education in Tasmania. One of its prime functions, under the CET Executive Director, is to co-ordinate the provision of Catholic education at all levels and to communicate and negotiate with appropriate authorities on behalf of all Catholic schools in Tasmania.

Some key documents include:

- The Archbishop's Charter for Catholic Schools
- The Tasmania Catholic Education Single Enterprise Agreement 2024
- CECT Constitution
- CECT Policies
- School Policies

For further information click the following link to access the CET website:

<http://catholic.tas.edu.au/>

Duty Statement



Title	Secondary Teacher - English
Reports to	Deputy Principal - Teaching and Learning
Key Relationships	Principal Deputy Principal - Wellbeing, Business Manager Staff, Students, Parents, Visitors, TCEO Staff, External Suppliers
Tenure	0.7- 1.0 FTE - Limited Tenure / Ongoing
Classification:	As per the Tasmanian Catholic Education Single Enterprise Agreement 2024

ROLE ACCOUNTABILITY

The primary role of the class teacher is to provide for the spiritual, academic and wellbeing needs of all students and to adhere to Catholic principles, by personal example, integrity and behaviour. The Secondary Teacher works as a member of the relevant Learning and Teaching Department. They report to the Deputy Principal - Learning and Teaching through the relevant Leading Leader.

CET REQUIREMENTS

- Support the mission of the Catholic Church.
- Support the Catholic Education Commission Tasmania (CECT) Vision and Mission Statement.
- Support the Vision and Mission statement of the individual school.
- Nurture the formation of young people through the expression and integration of Catholic beliefs and Gospel values in all aspects of school life.
- You must uphold Catholic belief and practice in all the Employee's professional activities and refrain from expressing public opinions or engaging in public activity that, in the reasonable opinion of the Employer, would bring the Employer into disrepute.
- You must be familiar with, have an understanding of, and uphold the implementation of the Archbishop's Charter for Catholic Schools.

PERSONAL ACCOUNTABILITIES

- To honour, respect and model the Gospel values in all interactions with people in day-to-day life
- To continually develop positive relationships with all members of the community.
- To genuinely support each student within your care wherever possible, celebrating their diversity and catering for individual differences as required.
- To be active, collaborative, authentic, professional and relational members of a Catholic School Community.
- To develop and support a school culture that empowers students to think critically, discern wisely and value the search for truth.
- To openly and honestly provide professional feedback and support to colleagues through the sharing of teaching, public support of other colleagues, and maintaining the dignity of all people within our school community.
- To openly and honestly enter into dialogue with the Principal and Leadership team with relevant issues where necessary and appropriate.
- To recognise and support parents as the first and foremost educators of their children.

- To actively engage and encourage parents to be involved in their child’s education through a variety of opportunities.
- To create an atmosphere in which parents feel comfortable approaching the teacher on matters relating to their child.
- To maintain positive, open and proactive communication with parents, students, staff and wider community.

TECHNICAL ACCOUNTABILITIES

- To promote and develop growth in faith and Catholic ideals through example and instruction.
- To create and maintain an attractive, safe and engaging environment to enable positive learning to take place.
- To be involved in ongoing personal and professional learning.
- To present professionalism that demonstrates clear programs and organisation.
- To be flexible in planning and classroom management.
- To support extra-curricular activities of the school; parish and community.
- To actively engage in collaboration.

SCHEDULING ACCOUNTABILITIES

- Report to the Principal and/or other senior staff regularly.
- Attend staff meetings and professional learning sessions.
- Meet with colleagues and senior staff to plan, moderate and discuss teaching and learning of students.
- Conduct Parent / Teacher Interviews.
- Prepare Learning Plans.
- Prepare written student reports at various intervals each year.
- Meet with parents as requested.

ROLE RELATIONSHIPS

Internal	External
Principal	Tasmanian Catholic Education Office
School staff	Parents
Students	Visitors/members of the public
Parish Priests	Archdiocesan staff

SELECTION CRITERIA - ESSENTIAL

Qualifications:

- Qualified and registered teacher in Tasmania, or ability to gain registration prior to the commencement of the position
- Valid Working with Vulnerable People Registration
- Accreditation B to teach in a Catholic school (or willingness to work towards).

Knowledge, Skills and Attributes:

- Demonstrated knowledge of how students learn
- Understanding of Australian curriculum relevant to Tasmanian Catholic education
- Understanding of current teaching pedagogy and best practice
- Ability to create and maintain a supportive and safe learning environment
- Ability to assess, provide feedback and report on student learning

- Demonstrated ability to engage professionally with colleagues, parents/carers and the community
- Ability to engage with the School community
- Demonstrated commitment to ongoing professional learning

SELECTION CRITERIA - DESIRABLE

- Post graduate qualification in (Area of Specialisation or working towards).
- Current Motor Vehicle Licence.
- Current First Aid Certificate.
- Experience teaching different grade levels (7 – 12)
- Experience teaching English Level 3

ADDITIONAL POSITION INFORMATION

Position:	English Teacher 2026
Tenure:	Ongoing Part- Time/Full-time
Location:	MacKillop Catholic College Mornington, Tasmania 7018
Employment Conditions:	As per the Tasmanian Catholic Education Single Enterprise Agreement 2024

FINAL CHECK LIST FOR APPLICATIONS

Before sending in your application, use this checklist to ensure you have completed all important details. Check that you have:

- Read the Duty Statement, which contains the required criteria
- Included a brief letter of introduction stating the reasons why you are seeking this position at MacKillop Catholic College.
- Included a current Resume, which should include a brief employment history stating where you have worked, the length of service and brief description of the position(s) held and duties undertaken.

Applications should be forwarded electronically before the closing date:

Friday, 5 December 2025 at 1.00pm

To the attention of the Deputy Principal, and can be submitted via the [Catholic Education Tasmania careers page](#) by clicking 'Apply'.