



Position Description

Position Title	Junior Resident
Department	Boarding
Reports to	Boarding House Leader Senior Resident
Direct Reports	N/A
Purpose and Objectives	The Junior Resident's responsibilities will be, but not limited to: ○ To assist in the care, supervision, and development of the members of the House including social, spiritual, academic and physical aspects of the boarders' character. ○ To create a safe and positive environment so that boarders can gain the maximum from their stay in the Boarding House. You will uphold the College's standards of performance and integrity, foster a positive workplace culture, and build respectful partnerships with colleagues and stakeholders. Success in this role requires reliability, attention to detail, and a commitment to delivering exceptional service that supports the broader College operations.
Key Accountabilities	Day-to-day operational services • Assist in the efficient running of the House through regular supervision, under the direction of the Boarding House Leader/Senior Resident. • To provide feedback to the Boarding House Leader on Boarder's performance and behaviour in the house and during study. • Perform tasks from time-to-time as required by the Boarding House Leader or Senior Resident. • Be actively involved in boarding activities and assist the development of house spirit. • Assist in the co-ordination of the work undertaken by the resident staff in the House. • Counsell when required in co-operation and liaise with other staff. • Assist in evaluating Boarders' living and performance in the boarding community, to provide feedback to the Boarding Co-ordinator for students, parents and self. • Supervise meals in the dining hall when on duty. • Attend meetings when required. • Attend Chapel services when on duty. • Be present at crucial times: - House camps, house nights and other important house events - Teacher's Week before the commencement of term 1 - First and last days of each term, plus one public holiday - Important boarding community events Safety • Take reasonable measures to protect their own health and safety, and that



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	of others. - Follow all reasonable Health and Safety policies, guidelines and directions. - Be accountable for the operational management of safe work practices in their area, including ensuring that appropriate resources, information and training are available to team members. General Responsibilities - Be honest and trustworthy - Be collaborative and ensure a team approach. - Participate in training sessions as required. - Other duties as delegated by Boarding House Leader and /or Director of Boarding. Requirements: - Must wear uniform when on duty - Must have staff photo identification on at all times when on duty
Selection Criteria	These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate. SC1 - Qualifications/Experience - Demonstrated experience working with young people in a school, boarding, residential, coaching, youth work, outdoor education, tutoring or pastoral care setting. Current Blue Card and/or Queensland College of Teachers Registration, or willingness to obtain and maintain required clearances. First Aid, Mental Health First Aid, child protection training or relevant residential care experience is desirable. SC2 – Boarding Supervision and Operational Skills - Ability to support the daily routines of a boarding house, including student supervision, study periods, meals, activities, house events, room expectations and evening routines. Demonstrated reliability in following procedures, recording concerns, escalating matters appropriately and maintaining safe, consistent supervision. SC3 - Communication - Strong interpersonal and communication skills, with the ability to build positive, respectful and professional relationships with boarders, families, colleagues, Boarding House Leaders and Senior Residents. Ability to provide clear feedback about student wellbeing, behaviour, academic engagement and house participation. SC4 - Child Safety, Duty of Care and Professional Boundaries - Demonstrated understanding of child safety, duty of care, professional boundaries and appropriate conduct in a residential school environment. Ability to uphold College policies, child protection procedures, Valuing Safe Communities standards and expectations relating to student safety and wellbeing. SC5 – Personal Capabilities and Team Contribution - Demonstrated flexibility, initiative and maturity in responding to the changing needs of a boarding house. Ability to work collaboratively, follow reasonable

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	directions, prioritise tasks, meet expectations and contribute positively to house spirit, student routines and the broader boarding community. SC6 – Christian Ethos An understanding of, respect for and willingness to support the Christian ethos of St Peters Lutheran College, including the College's Mission of "Excellence in Christian Co-Education", and a commitment to modelling care, service, respect and integrity in interactions with students and staff.
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Job Details	
Position Status	Casual
Hours of Duty	Dependent on Roster
Classification	Schedule 14 – Junior Resident
Annual Salary	\$38.7990 per hour Terms and Conditions – Please refer to the Employment Contract, which may or may not include reference to the Queensland Lutheran Schools Single Enterprise Agreement 2024.
Superannuation	12.75% employer contribution from 1 July 2025
Location	St Peters Lutheran College – Indooroopilly 66 Harts Road, INDOOROOPIILLY QLD 4068
Professional Behaviours	Applicants are expected to respect and uphold the College's Mission of "Excellence in Christian Co-Education", support the Christian ethos of St Peters Lutheran College, and uphold the Code of Conduct and Valuing Safe Communities standards. All employees are expected to demonstrate courtesy, co-operation and teamwork with fellow members of staff, and actively and effectively participate in reasonable directions provided.
Child Protection	All employees of St Peters are required to complete annual Child Safety Training. New employees must complete this training upon commencement, and/or provide certificate of completion from previous workplace. Employees must understand and adhere to the College's Child Protection Policy and Procedures.



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Health & Safety	All employees are required to take reasonable measures to protect their own health, safety and wellbeing, and that of others, and to follow all reasonable Health and Safety policies, guidelines, and directions. If in a leadership position, additional accountability for operational management of safe work practices in their area. Includes making appropriate resources, information and training available to their team members.
Policies & Procedures	Employees are expected to understand and act in accordance with St Peters policy and procedure documents that are available on the College's intranet, relevant legislation and directions within the employment contract and/or Queensland Lutheran Schools Single Enterprise Agreement and take the responsibility to maintain currency with these.
Compliance Requirements	Right to work in Australia. Current Blue Card and/or Queensland College of Teachers Registration. Identified positions will require additional security clearances. All successful candidates will be required to obtain and maintain currency and levels of security clearance. Timely completion of mandatory training requirements and training relevant to their role.
Other Relevant Information	The College will conduct relevant and required applicant checks which include and is not limited to contacting current and previous employer(s) to substantiate employment history, past conduct and performance. St Peters Lutheran College aims to be a preferred employer by fostering and valuing diversity, ensuring equitable and fair treatment for all, and respecting and upholding human rights. The College is committed to increasing the participation rate of Aboriginal and Torres Strait Islander people through best-practice recruitment methods and producing positive training and employment outcomes for Aboriginal and Torres Strait Islander people within the wider communities. The collection and handling of information will be consistent with the requirements of the <i>Privacy Act 1988</i>.
Further Information	Further information about St Peters can be found at www.stpeters.qld.edu.au