HILLBROOK

IN BALANCE WE GROW

BUSINESS STUDIES TEACHER

FROM THE PRINCIPAL

It is my privilege to invite you to learn more about Hillbrook, an independent Anglican secondary school with a difference.

Nestled in the leafy suburb of Enoggera, our beautiful campus and contemporary facilities allow us to deliver a balanced education for our students.

Our passionate network of teaching and support staff truly believe in the ethos of Hillbrook, and work hard to equip students with both academic and practical skills to prepare them for life beyond graduation.

I look forward to welcoming you to the Hillbrook community.

WHY WORK AT HILLBROOK?

Our staff enjoy:

- Competitive superannuation contributions
- Long Service Leave after 7 years of service
- 12 weeks paid parental leave
- Salary packaging options
- Onsite Early Learning Centre
- Access to Professional Learning and catered Professional Development days
- Wellbeing initiatives including staff morning teas, end of term lunches and coffee club
- Health services including access to free external counselling services for staff members and their family, and complimentary flu vaccinations
- Free on-site parking and public transport nearby

OUR SCHOOL

Hillbrook is a co-educational school of approximately 930 students from Years 7-12, established in 1987. The School is growing over the next two years with up to 1,008 students by 2028. The School's motto, "In Balance We Grow" underpins life at Hillbrook, which prides itself on a focus on quality teaching and learning and a specialisation in the nurturing of adolescents.

We aspire to provide all members of our staff and student body with support in a community environment. Hillbrook staff are encouraged to become involved in the collegial ethos of the school and are expected to support our core values.

The School Leadership Team (SLT) comprises the Principal, Deputy Principal, Dean of Student Wellbeing, Dean of Teaching & Learning, and the Business Manager.

OUR STUDENTS

Hillbrook students aspire to be:

Insightful
Understanding and interpreting knowledge including what it means to be human.

Inquisitive
Compassionate, ethical, creative and curious thinkers who seek the truth.

Inspiring
Leading a productive, fulfilling and well-balanced life through varied experiences.

Inclusive
Every voice heard, every person valued, every spirituality appreciated, everyone belongs.

Influential
Environmentally, culturally and globally active – contributing to a better world.

POSITION DETAILS

Position Title	Business Studies Teacher
Department/s	Business Studies
Reporting to	Dean of Teaching and Learning, Subject Coordinators
Key Liaisons	School Leadership team, Subject Coordinators
Employment Type	Full Time
Pay Classification	*Queensland Anglican Schools Enterprise Agreement 2024* - Teacher Classification
Last Review Date	August 2026

POSITION PURPOSE

Hillbrook teachers help shape good humans who contribute to a better world. Our Business Studies Teacher plans and delivers engaging, high-quality learning in Business across Years 7 to 12, grounded in the Australian Curriculum and in Hillbrook's belief in the balanced growth of every young person.

Within 12 to 24 months, success looks like coherent Business programmes, assessment and feedback used well to lift student progress, close collaboration with colleagues across the Business department, and active contribution to the pastoral and cocurricular life of the School.

POSITION RESPONSIBILITIES

The Business Studies Teacher will be responsible for the following priorities:

Teaching and learning in Business Studies

- Plans and delivers engaging Junior Business Studies lessons across Years 7 to 10, and General Senior subjects of Accounting, Business and Economics, aligned to the Australian Curriculum and relevant senior syllabuses
- Designs fair and valid assessment, and marks and reports on student progress within agreed timelines
- Uses student data and feedback to adjust teaching and support each student's growth
- Caters for a range of learning needs through varied delivery, scaffolding and differentiation
- Contributes to curriculum planning and review within the Business Studies department to maintain coherent programmes across year levels

Student wellbeing and engagement

- Builds positive, respectful relationships that support the wellbeing and growth of every student
- Applies Hillbrook's approach to the nurturing of adolescents, including philosophy for children where relevant
- Supports student wellbeing through the pastoral care programme and appropriate referral to the Student Wellbeing team
- Maintains a safe, inclusive and orderly learning environment
- Communicates openly and regularly with families about student progress and wellbeing

Professional practice and collaboration

- Meets the Australian Professional Standards for Teachers and maintains registration with the Queensland College of Teachers (QCT)
- Participates in professional dialogue, moderation and shared planning within the Business Studies department
- Engages in professional learning aligned to personal, department and School goals
- Contributes to the collegial life of the School, including meetings, committees and staff development
- Reflects on practice and seeks feedback to improve teaching and student outcomes

Cocurricular and school community

- Contributes to Hillbrook's cocurricular programme, including the Outdoor Education programme, activity days and camps as required
- Supports school events such as carnivals, parent evenings and celebrations of student learning
- Models and upholds the values of an independent Anglican school
- Supports the safety and wellbeing of children and the protection of children from harm, consistent with Hillbrook and Anglican Schools Commission policies
- Carries out other duties as reasonably and lawfully directed by the Principal or line manager

POSITION COMPETENCIES

Qualifications and Certifications

- Bachelor of Education, or a relevant degree with a recognised teaching qualification, including a specialisation in Business subjects
- Second teaching area in Technologies would be desirable.
- Current registration, or eligibility for registration, with the Queensland College of Teachers (QCT)

Knowledge and Experience

- Demonstrated recent experience teaching Business subjects, with a strong understanding of the Australian Curriculum and relevant senior syllabuses
- Knowledge of effective, evidence-based teaching and assessment practice, and the ability to cater for a range of learning needs
- Sound content knowledge across Business subjects, including the capacity to teach senior Business subjects
- Proficiency in Microsoft Office Suite, particularly Word and Excel
- Experience with TASS or similar school management systems is desirable

Competencies and Skills

- Demonstrated ability to engage and motivate adolescent learners and to maintain a safe, inclusive and orderly classroom
- A reflective and collaborative approach to teaching, with a willingness to share practice and learn from colleagues
- Demonstrated ability to manage competing priorities with initiative, autonomy, and attention to detail
- Excellent interpersonal and professional communication skills - written and verbal - to engage effectively with staff, administrators, and external stakeholders
- Ability to build cooperative and positive working relationships, functioning effectively both independently and as part of a team
- High standard of professionalism and integrity, including the ability to maintain confidentiality and exercise discretion.

CONDITIONS, ENTITLEMENTS AND BENEFITS

- Employer superannuation contribution of 12.75% — above the required Superannuation Guarantee - paid in addition to salary.
- Access to Professional Learning opportunities and catered Professional Development days throughout the year.
- Wellbeing initiatives including staff morning teas, end-of-term lunches, coffee club, and staff social club.
- Located in the inner-north suburb of Enoggera, with free on-site and off-site parking and convenient public transport access.

COMMITMENT TO SAFETY, WELFARE AND WELLBEING OF STUDENTS

Hillbrook supports the rights of children and young people and is committed to the safety, welfare and wellbeing of students and expect all staff, volunteers and contractors to share this commitment. Staff must:

- Be informed of their responsibilities in relation to child safety, including but not limited to, attending all mandatory Child Safe training and being familiar with relevant school policies.
- Follow all legislative requirements and school policies relating to child safety.
- Immediately report any suspicions of inappropriate, unlawful or unusual behaviour of students, colleagues or outsiders relevant to the School and its duty of care to protect students and staff from harm (self or other).

COMMITMENT TO WORKPLACE HEALTH AND SAFETY

To comply with Work Health and Safety Act 2011 legislation, all employees are responsible for the safety of themselves, students, visitors, volunteers and fellow staff members. They must:

- Report any hazards or potential hazards immediately. Eliminate or isolate the hazard if it is safe to do.
- Report any accidents involving students, staff or visitors.
- Cooperate in any emergency drills and safety audits.
- Undertake Work Health and Safety training as required.
- Follow all safety policies, procedures and instructions.
- Lodge risk assessments for all external and internal risk activities.
- Not introduce any equipment, materials, appliances or chemicals to the School that do not meet the required safety standards, for example electrical appliances to be tagged and tested before use.

GENERAL REQUIREMENTS

- Act professionally and lawfully by complying with all guidelines, policies and procedures as set out in legislation, the current Enterprise Agreement and other School policies.
- Participate in mandatory training and professional development as required.
- Other relevant and reasonable duties as required.

FIND OUT MORE

If you would like to learn more about Hillbrook, we encourage you to **visit our website**.

Thank you for your interest in working at Hillbrook. We value the time and consideration taken by all applicants, and appreciate your desire to become a part of our community.

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