

Attachments

Attachments that can be included in an EduJobs application:

- Applicant's Resume
- Application Response
- Employable teacher application documents
- Employable ancillary application documents

Applicant's Resume

It is recommended that your resume is no longer than 2-3 pages.

Your resume should clearly highlight:

- Your teaching qualifications and registration status
- Relevant classroom experience and subject/year level expertise
- Specific strategies you've used to engage students and improve outcomes
- Contributions to school life (e.g. leadership, committees, extracurriculars)
- Recent and relevant referees, one being your most recent line manager

Application Response

Write a tailored application response for each job you apply for. You must write an application response that responds to 3 specific questions in the job ad. The recommended response is 300- 500 words per question. Your answers should reflect your skills and experience relevant to the questions asked.

The CAR model is a structured approach for responding to behavioural questions. It stands for:

1. **Context:** Describe the situation or background where you performed a task or faced a challenge. Provide enough detail to set the scene.
2. **Action:** Explain the specific actions you took to address the task or challenge. Focus on your role and the steps you took to handle the situation.
3. **Result:** Share the outcomes of your actions. Highlight the impact, and if possible, quantify the results or explain the positive changes that occurred. Using the CAR model helps in delivering clear and concise responses, effectively showcasing your skills and experiences.



Australian Professional Standards for Teachers

The following table includes examples of Australian Professional Standards for teachers which can be considered when creating a resume or application response:

Professional Knowledge	
Knowing the students and how they learn	Knowing the content and how to teach it
<p>Focus areas could include:</p> <ul style="list-style-type: none"> physical, social and intellectual development and characteristics of students understand how students learn students with diverse linguistic, cultural, religious and socioeconomic backgrounds strategies for teaching Aboriginal and Torres Strait Islander students differentiate teaching to meet the specific learning needs of students across the full range of abilities strategies to support full participation of students with a disability. 	<p>Focus areas could include:</p> <ul style="list-style-type: none"> content and teaching strategies of the teaching area content selection and organisation curriculum, assessment and reporting understand and respect Aboriginal and Torres Strait Islander people to promote reconciliation between indigenous and non indigenous Australians literacy and numeracy strategies information and communication technology (ICT).
Professional practice	
Plan for & implement effective teaching & learning	Create & maintain supportive & safe learning environments
<p>Focus areas could include:</p> <ul style="list-style-type: none"> establish challenging learning goals plan, structure and sequence learning programs use teaching strategies select and use resources use effective classroom communication evaluate and improve teaching programs engage parents/ carers in the educative process. 	<p>Focus areas could include:</p> <ul style="list-style-type: none"> support student participation manage classroom activities manage challenging behaviour maintain student safety use ICT safely, responsibly and ethically.
Assess, provide feedback and report on student learning	
<p>Focus areas could include:</p> <ul style="list-style-type: none"> assess student learning provide feedback to students on their learning make consistent and comparable judgments interpret student data report on student achievement 	
Professional engagement	
Engage in professional learning	Engage professionally with colleagues, parents/ carers & the community
<p>Focus areas could include:</p> <ul style="list-style-type: none"> identify and plan professional learning needs engage in professional learning and improve practice engage with colleagues and improve practice apply professional learning and improve student learning. 	<p>Focus areas could include:</p> <ul style="list-style-type: none"> meet professional ethics and responsibilities comply with legislative, administrative and organisational requirements engage with the parents/carers engage with professional teaching networks and broader communities.

Employable Teacher Application and Employable Ancillary Application Documents

Australian citizen (for first time applicants)

If you were born in Australia and have an Australian birth certificate or an Australian passport or if you have gained Australian citizenship, you need to attach a legible copy of one of these certificates. You will only need to do this **ONCE** and only when you are applying with the department for the first time. Leave this section blank in subsequent applications.

Documents must match your legal name (birth name) not your preferred name. If your name has changed since your birth include all your name change documents e.g. birth certificate, official marriage certificate or name change certificate.

If not an Australian citizen (new applicant or existing)

- If you have work rights with your current visa (e.g. permanent resident, skilled visa etc.) you **MUST** attach a copy of the **PERSONAL DETAILS** page of your current passport **if you have not previously provided it.**
- You must also attach a copy of your current visa which needs to show the type of visa it is, any conditions associated with it, and the start and expiry dates of the visa if applicable.
- If your current visa is a **bridging visa**, you must also attach a copy of the visa you had prior to the bridging visa (if not already provided).
- You do not need to attach the same visa details every year. However, whenever the visa details or conditions change, you are obliged to attach the new or updated documentation.

Additional relevant attachment (if applicable)

- Attach any other documents that may compliment your application for employment as a teacher.

For further support with	Contact
System issues e.g. password issues, email address, browser, attachments	Big Red Sky Help Desk Tel: 1300 733 056 Email: helpdesk@bigredsky.com
-Employable applicants -Applications for teaching or ancillary pools (ETR/EAR) -Authority to teach/work letters -Requirements for employment -Permanent and current temporary employees -Advertised positions -Appointment letters -Change in time	General HR Education.HR@sa.gov.au