



19 March 2026

Thank you for your interest in the advertised vacancy for Hamilton Christian School.

**How to apply:**

The following needs to be submitted by Monday, 20 April 2026.

Please send the following information by email to [vacancies@hamiltonchristian.school.nz](mailto:vacancies@hamiltonchristian.school.nz)

1. Covering letter
2. Curriculum Vitae
3. Completed application form

Referee responses – Referee response forms are in the format of a [google form](#) - please send the link to your referees and have them complete the form by Monday, 20 April 2026. The referee form is in three parts (Professional, Character and Spiritual) - please make sure that you advise your referees to complete the part that is relevant to them).

**Recruitment process timeline:**

Advertising begins:	19 March 2026
Referee forms due:	20 April 2026
Applications close:	20 April 2026, 4:00pm
Shortlisting and referee checks:	21-23 April 2026
Interviews:	to be advised, 24 April 2026



**Application checklist:**

- Completed all sections of the application form and responses to the key questions have been completed.
- Completed three referee contact details and have forwarded the link of the [google form](#) to your referees to complete.
- Included a Curriculum Vitae
- Please send a scanned pdf copy of the application to [vacancies@hamiltonchristian.school.nz](mailto:vacancies@hamiltonchristian.school.nz)

Yours sincerely

Barbara Haefele  
**Principal's PA**

**Advertisement:**

**ESOL Teacher**

Hamilton Christian School is a coeducational Y1–13 state-integrated Christian school seeking a suitably qualified ESOL teacher to deliver targeted support programmes for students for whom English is a second language.

We are looking for an innovative educator with strong pedagogical practice and sound curriculum knowledge. The ideal candidate will have a strong literacy background and proven experience teaching ESOL. Experience with effective device integration and/or Christian education is an advantage but not essential.

The successful applicant will demonstrate a commitment to the special character of the school and a passion for Christian education, as this is a condition of appointment.

Applicants must hold current New Zealand teacher registration and have the legal right to live and work in New Zealand (NZ residency or valid work visa).

This is a permanent, part-time position (0.6 FTTE).

Applications close 4:00 pm, 20 April 2026.



**TEACHER APPLICATION FORM**

A. **PERSONAL DETAILS:** Title: ..... Surname: .....

First Name(s)  
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Preferred Name:  
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Full Postal Address:  
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Date of Birth: ..... Email:.....

Telephone Number/s: (home) ..... (mobile).....

Marital status: .....

I am eligible to work within NZ (please indicate your status)

- NZ Citizen
- Hold a current NZ resident / Work Visa
- I do not hold any of the above

B. **NZ TEACHER REGISTRATION:**

Number: ..... Expiry date: ..... Status: .....

C. **EDUCATIONAL QUALIFICATIONS:** (name of degree, diploma completed, etc.)

Qualification	Institution awarded from (country)	Date completed

D. **PRESENT APPOINTMENT or LAST POSITION HELD:**

Position / Type	School	Date appointed

**E. TEACHING SERVICE – (beginning with the most recent):**

Position	Class Level(s)	School	Date from	Date until

**F. HEALTH:**

Please comment on your physical and emotional fitness for the position.

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**G. PAST and PRESENT PROFESSIONAL RESPONSIBILITIES:**

Give details concerning the nature and extent of professional responsibility and leadership exercised in present and past positions, if applicable.

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**H. RELEVANT EXPERIENCE, ABILITIES, QUALIFICATIONS OR OTHER INFORMATION:**

If there is any other relevant information that would assist the Board in making its decision about your suitability for otherwise to fill this role please outline this below.

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**I. OTHER EXPERIENCE:**

Please outline any other experience and special training that you have that would add value to this role.

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**J. FAITH PERSPECTIVE:**

Please briefly outline your Christian faith journey & provide details of Church/Fellowship involvement.

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**K. ADDITIONAL FAITH QUESTIONS:** Please briefly explain your views about:

The authority and accuracy of the Bible

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The theory of evolution and its relationship to what the Bible teaches

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Same-sex relationships

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**L. REFEREES:**

Please supply details of 3 Referees as noted in the covering letter (please inform them that they may be contacted).

Type of Referee	Name and Title	Postal Address and other contact details
Professional Referee		
Character Referee		
Spiritual Referee		



## Hamilton Christian School - Statement of Faith

I believe in:

- a) The Unity of the Father, the Son and the Holy Spirit as the Godhead.
- b) The Sovereignty of God in creation, revelation, redemption and final judgment.
- c) The Divine inspiration, inerrancy and trustworthiness of Holy Scripture, as originally given and its supreme authority in all matters of faith and conduct.
- d) The universal sinfulness and guilt of human nature since the fall, rendering man subject to God's wrath and condemnation.
- e) The Deity of the Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, His present mediatorial work and His personal return in power and glory.
- f) Redemption from the guilt, penalty, pollution and power of sin only through the sacrificial death (as our representative and substitute) of Jesus Christ, the Incarnate Son of God and received by the grace of God through faith alone.
- g) The necessity of the work of the Holy Spirit to make the death of Christ effective to the individual sinner, granting them repentance towards God and faith in Jesus Christ.
- h) The indwelling and sanctifying work of the Holy Spirit in the believer.
- i) The bodily resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
- j) The one holy universal Church, which is the body of Christ, to which all true believers belong and in which they are united through the Spirit.

**Please tick to confirm acceptance of the following statements prior to signing this application.**

- I agree with the above Statement of Faith.
- I believe the information I have supplied in this application is true and correct to the best of my ability.
- I hereby apply for the staff position as indicated in the application title.
- I give my permission for the Board of Hamilton Christian School or their representatives to make enquiries of referees and/or past or present; employers, colleagues or any other person who may be in a position to assist the Board in determining my suitability in terms of filling the vacancy and give consent to those people to provide such information.
- I have never been charged with an offence that would impact on my suitability to work with children or young persons.

**Applicant's Signature:** ..... **Date:** .....

**Applicant's Full Name (please print):** .....



'Teach me Thy way, O Lord'

## JOB DESCRIPTION:

### TEACHER

Version dated: 25 August 2021

Position Title	Teacher
Reports to	Team Leader, Head of School and Principal
Working Relationships	External: RTLB Teacher and other support agencies as needed for the success of all learners Internal: Other staff in the team, Deputy Principal, Assistant Principal, Team Leaders, Deans, SENCO, Sports and Specialist teachers, all other staff members

#### Purpose of the position

Hamilton Christian School recognises that there is a distinct difference between educators who are Christian and Christian Education.

As a teacher at Hamilton Christian School, you will live out the school's motto of Acting justly, Loving Mercy and Walking Humbly with our God. This difference will be manifest through your pedagogy, planning and service to the school, students, parents and other staff members.

Key Responsibilities	Professional Growth Cycle
Fulfil the obligations of the NZ Teaching Council's code and standards	Code and standards will be met.
Meet the requirements of the Hamilton Christian School vision for Christian Education as detailed in the HCS Staff Handbook	Evidence will be observed in planning, teaching and pastoral care.
Love all students	All students will feel safe, valued and willing participators in their education.

**Tasks and Duties:** These include but are not limited to:

- Build the classroom programme following the NZ Curriculum
- Understand all expectations as outlined in the HCS Staff Handbook
- Prepare and maintain resources
- Work collaboratively with all members of your teaching team
- Ensure the safety and wellbeing of students at all times
- Any other duties as required from time to time

#### General Responsibilities

Comply with all board policies and relevant legislation.

**Please note:** Aspects of this job description may change or evolve depending on the successful applicant, the nature of the role, and the department's needs.

Date approved:	25 November 2019
Reviewed:	25 August 2021
Date appointed:	25 August 2021