

A PLACE WHERE  
STUDENTS ARE

*Nurtured  
to Thrive*



**HILLS**

CHRISTIAN  
COMMUNITY  
SCHOOL

**EARLY LEARNING CENTRE DIRECTOR**

Candidate Information



# WELCOME

## From The Principal



We are delighted that you have expressed interest in joining our school community. At Hills Christian Community School, we strive to provide a nurturing and inclusive environment where both students and staff can flourish. We believe in the power of education to transform lives, and we are committed to delivering excellence in both academic and character development.

Hills Christian Community School (HILLS) is a unique school set in a wonderful natural environment focused on nurturing young people to become outstanding members of our community. We provide a high quality educational program firmly based on Christian values.

HILLS has inspired and taught young people since opening in Verdun in 1983. The relocation of the Secondary School from Oakbank to the recently purchased property adjacent to the Primary site means HILLS is now an ELC to Year 12 non-denominational school. HILLS now has over 650 students. The ELC Director oversees the day-to-day operations, curriculum development, community engagement, and compliance of the ELC.





Since those early years the school has been served by a passionate team of Christian educators who value children and seek to nurture young minds. Using the values promoted by The HILLS Way of Respect, Integrity, Courage, Empathy and Excellence, a safe and engaging learning environment has been developed that promotes curiosity, discovery, independence and fun.

The school provides a wide range of co-curricular and extra-curricular opportunities, including year level camps and experiences which are a highlight for students.

With the founding ELC Director, Rosie Ferguson retiring, HILLS now seeks an outstanding and inspirational Christian leader who can continue to provide strong leadership during this next stage of our ELC.

Thank you for considering Hills Christian Community School as your potential employer. We appreciate the time and effort you invest in this process. Should you have any questions or require further information, please do not hesitate to reach out. We wish you all the best in your application and look forward to speaking to you soon.

**Tony Fielke**

Principal





# OUR STORY

## ELC to Year 12 One Campus School

HILLS opened in February 1983, in the former Verdun Primary School premises situated on Onkaparinga Valley Road, Verdun. The school has grown in enrolments from modest numbers to an enrolment of over 600 from the Early Learning Centre to Secondary School.

HILLS is a non-denominational School which was established by parents who desired a good standard of education for their children in a caring, environment, where Christian values and principles were actively supported and nurtured.

HILLS has no formal links to any particular church or denomination but maintains close informal links with all local Christian churches. The school is open (as far as its resources shall permit) to all students regardless of their parents' economic status and church affiliation, provided that the parents can genuinely support the aims of the school.

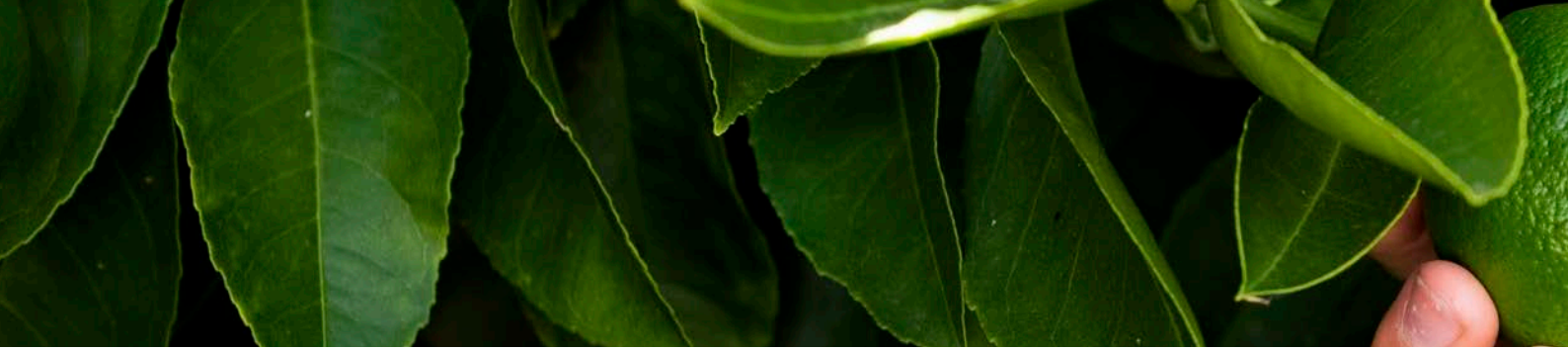




During the last 15 to 20 years, HILLS has developed significantly to become a school of choice within the Adelaide Hills. The staged developments have included :

- In July 2009, the opening of a purpose-built Early Learning Centre (ELC) for 3 ½ to 5 year old pre-schoolers, together with Out of School Hours Care facilities and car park.
- The construction of a Multi-Purpose Gym, which incorporates a full-size basketball court, kitchen, and a classroom.
- Four general purpose classrooms across Sandow Lane.
- In January 2013, HILLS commenced a Secondary School at Oakbank with a Year 8 class. In 2020, the completion of a purpose built Secondary learning spaces at Verdun allowed HILLS to become a 'One Campus' ELC to Year 12 learning community.
- Purchasing the adjoining nine acre property which includes Onkaparinga River frontage, five undeveloped acres across the river and a historic house for our students and staff to enjoy. Through partnerships with local authorities and ease of access to the natural environment, the school has developed a strong focus on nature play and environmental studies.
- An extension to the Administration building opened in 2014.
- The aforementioned historic house was renovated and refurbished to provide a wonderful, engaging and exciting learning space for students. The Centre, known as *Rivermont*, is now delivering an innovative teaching and learning program that includes an exciting *Garden to Kitchen* program. The students agree that it is a great space and a privilege to work in.
- Extensive planting and re-vegetation to develop natural playgrounds and environmental learning spaces.
- In 2018, the purchase of a five acre property adjacent to the school that is now the home of our newly developed Secondary School.
- A recently built middle school building, with music centre, opened in 2024.
- Work has recently began on our Recreation Precinct, with the oval space ready for use in 2025.
- [Click here for more information.](#)





# THE ROLE

## Early Learning Centre Director

All members of staff of The Hills Christian Community School Inc. are expected to uphold and demonstrate personal qualities and behaviours which are consistent with the School's Statement of Aims and Objectives, and its Statement of Belief. These include:

- A personal Christian faith, which is reflected in his/her daily living
- A love of children and teaching
- Acceptance and respect for people from diverse backgrounds and viewpoints
- The ability to work co-operatively and harmoniously as part of a team
- Being supportive and encouraging to students, colleagues and parents
- Having positive relationships and open communication with the whole school community
- A positive outlook on life which enhances relationships
- A commitment to personal and professional growth

HILLS is seeking a dedicated, dynamic, strategic and visionary educator to lead and manage our Early Learning Centre (ELC). The ELC Director oversees the day-to-day operations, staff management, curriculum development, community engagement, and compliance of the Centre, ensuring a safe, stimulating environment aligned with the HILLS' Vision, Mission and Values. They will be an experienced and knowledgeable practitioner in current research and trends in early childhood education. The ELC Director will have a good understanding of the Early Years Learning Framework and possess qualifications, skills and experience appropriate to the position. They will have the unique opportunity to shape and influence the future of the Centre, including its structure and direction.

The ELC Director will collaborate with the Head of Primary and Head of Secondary to ensure a seamless one school approach. Other key relationships include the Business Manager, Director of People, Culture and Operations and OSHC Director.





# ABOUT HILLS

## Vision and Values

HILLS strives to enable children to learn and grow to achieve their potential by providing an individualised and purposeful student-centred curriculum that inspires creative risk-takers and collaborative, entrepreneurial problem solvers who have a passion for lifelong learning and service to others.

**Planted in Christ** - Develop a personal understanding and application of the Christian Faith, while assisting each student to discover and develop their God given strengths and gifts.

**Growing with Nature** - Conserve and support a sustainable learning environment, understanding and utilising nature to enrich student wellbeing.

**Nurtured to Thrive** - Develop a caring school community that respects diversity and values fellowship by celebrating each student, their gifts and their contribution.

HILLS is a Christ centred school community where culture is expressed through **The HILLS Way** (Take Care of Yourself, Take Care of Others and Take Care of this Place.) The Values that shape **The HILLS Way** are Respect, Integrity, Courage, Empathy and Pursuit of Excellence.

## Our Mission

Our mission is to help children learn and grow to achieve their potential through:

- Acknowledging that Jesus Christ and his teachings are central to the purposes of this school
- Assisting each student to discover and develop their strengths and gifts
- Developing a caring school community that respects diversity and values fellowship
- Assisting students in developing a personal understanding and application of the Christian faith
- Providing a foundation upon which students can develop discernment, wisdom and leadership qualities
- Preparing students for on-going learning and fulfilling lives in a world of rapid change
- Fostering the development of positive relationships and interpersonal skills
- Valuing each student and their gifts and contribution.

## Governance and School Structure

HILLS is governed by a School Board whose role is to serve God by upholding the Christian values and the Constitution of the Association on which the school has been established.

The HILLS Executive Leadership Team works collaboratively to implement and oversee the Vision and Values of the school. The Executive Leadership Team consists of the Principal, Head of Primary, Head of Secondary, Business Manager, Director of People, Culture and Operations, Director of Teaching and Learning, Director of Christian Faith and Director of Student Wellbeing.



# ELC AT HILLS

## A Place of *Exploration*

*Hills Christian Community School Early Learning Centre provides a strong foundation for children, preparing them for future schooling and instilling a lifelong love for learning.*

The Hills Christian Community School Early Learning Centre is a nurturing and enriching educational environment designed for children in their early years. The ELC offers a comprehensive program that focuses on fostering the holistic development of children aged from 3 ½.

At HILLS ELC, we believe that early childhood is a critical stage in a child's development, where foundations for lifelong learning are established. Our dedicated team of educators creates a safe, inclusive, and stimulating environment that promotes exploration, creativity, and a love for learning.

The ELC curriculum is thoughtfully designed to meet the developmental needs of young learners. It encompasses a broad range of experiences, incorporating play-based learning, structured activities, and intentional teaching strategies. We aim to cultivate a love for learning, develop essential skills, and foster a sense of curiosity and wonder in each child.

Through purposeful play and interactive experiences, children at HILLS ELC engage in language and literacy development, numeracy skills, social and emotional growth, physical development, and creativity. We provide a balance of child-initiated and teacher-guided activities, ensuring that each child's individual needs and interests are met.

Our team of experienced educators understands the significance of strong partnerships with families. We actively encourage parental involvement and communication, recognising the important role parents play in their child's early learning journey. We value collaboration, sharing insights and observations to ensure a consistent and supportive approach both at school and at home.

HILLS ELC embraces Christian values and principles, incorporating them into our daily practices and interactions. We aim to create a loving and respectful environment where children learn about faith, compassion, and kindness.

In addition to the academic curriculum, HILLS ELC offers a range of extra-curricular activities and experiences, including music, physical education, and excursions, which further enrich the learning journey of our young learners.

We are dedicated to nurturing each child's potential, fostering their individual strengths, and equipping them with the skills, knowledge, and values needed for a successful and fulfilling educational journey at HILLS.





# A DAY IN THE ELC

An example of a typical day, which follows a flexible routine, is outlined below.

- 7.30 Before school opens
- 8.55 Welcome and Devotions
- 9.00 Nature Play
- 10:30 Snack & Small Group Pre-Lit
- 11.00 Play Investigations
- 12.30 Meeting Time
- 1.00 Lunch and Quiet Time  
(includes a numeracy focus)
- 2.00 Play Investigations
- 2:45 Reflection & Story Time
- 3.15 Home time and after school commences
- 6.00 ELC closes

HILLS ELC sessions run 8.45am to 3.15pm Monday to Friday during school Terms.

Before and after school care, begins 7.30am and closes 6.00pm and we offer a vacation care program each school holiday. The centre is open 50 weeks of the year.

HILLS ELC is a fully registered national long day care centre so families can access child care benefits for greater affordability.





## PLANNING AND PRACTICE

Learning design is guided by the National Quality Standards and the Early Years Learning Framework: Belonging Being and Becoming. Additionally, we draw on best practice methodologies including Reggio principles and nature pedagogy to inform planning and practice.

### Reggio Emilia Principles

Reggio Emilia principles provide a helpful lens for considering how we work with children and approach learning. In particular there are helpful considerations around our image of children, partnerships with families and the wider community, and how we prepare learning environments and document children's learning. These principles have gained worldwide acclaim for their influence in shaping early years learning.

### Early Years Learning Framework

Being Belonging Becoming

The EYLF principles practices and outcomes inform planning.

### Nature Pedagogy

We draw inspiration from forest school initiatives in Scotland and Scandinavian countries to enhance our passion and commitment for learning about, in and with nature.

### National Quality Standards

Early Learning Centres are assessed against the NQS 7 quality areas for best practice.





## LEARNING SPACES

Our commitment to outdoor learning is a distinguishing feature and we take full advantage of our stunning natural spaces. This is a part of our daily routine in all seasons and every morning you will find the children on the property, exploring, taking measured risks, collaborating and thinking independently. Children are free to develop their sense of wellbeing and innate wonder.

Children also access HILLS outstanding facilities, such as the library, gymnasium and play areas, and participate in specialist PE lessons.

Our purpose-built ELC offers thoughtfully planned indoor-outdoor spaces to meet children's curiosity and hunger to learn. Open-ended resources, rich in natural and repurposed loose parts, mean children can use what they find to develop their ideas and follow their imaginations. Educators come alongside to enrich, encourage and extend.

## NATURE PLAY

As a school, HILLS has chosen to make Nature Play opportunities a priority through the purchase of the adjacent Rivermont Property. The ELC is founded on providing meaningful learning opportunities for its students, so we naturally take every opportunity to bring nature into our program and venture forth into nature as often as we can! The ELC's daily morning WILD WALKS around the School and Rivermont property allow the children to observe seasonal changes or look for something specific, as well as providing a physical activity that stimulates their brains for further learning throughout the day. Twice a week we engage in our WILD WORK, visiting the Property and venturing into "The Faraway Lands" for extended exploration and learning times in the natural environment.





# HOW TO APPLY

## Guidelines for Preparing the Application

The written application must include the following:

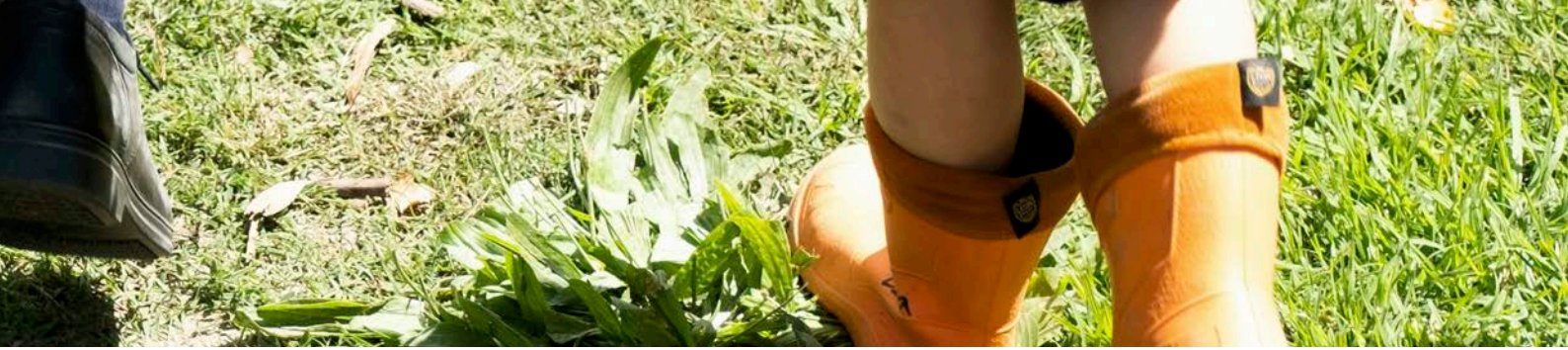
1. **Application Form** including 3 referees, preferably one of whom is a Pastor.
2. **Cover Letter** outlining the applicant's interests in undertaking the advertised position (maximum one A4 page).  
Addressed to:

The Principal  
Hills Christian Community School  
PO Box 120  
Verdun SA 5245

3. **Curriculum Vitae** including a summary of qualifications and positions held with key achievements
4. **Key Selection Criteria Summary** as outlined in the Role Description (maximum three A4 pages)
5. **Supporting documents:**
  - Copies of all academic transcripts / qualifications
  - Current Teachers Registration
  - Working with Children Check
  - Responding to Abuse and Neglect and First Aid Certificates
  - Copy of Driver's License

Applications to be emailed to [employment@hccs.sa.edu.au](mailto:employment@hccs.sa.edu.au)

A short-listing process will take place after applications close and interviews will be held soon after. If there are any questions regarding the position or the application process, please contact the HR Department on [employment@hccs.sa.edu.au](mailto:employment@hccs.sa.edu.au) or phone 08 8388 7811.



## Selection Process

The selection panel regards the selection process as a confidential two-way communication process involving applicants and the panel.

The selection panel reserves the right to contact relevant referees contained in the application form. Applications that are incomplete, or do not address the matters listed above, may not be considered further.

Applicants should be aware that interviews will be conducted at the Hills Christian Community School on dates listed below. Interviews with interstate applicants may be conducted via an online video conference. The respective merits of each of the applicants will be assessed against the Pre-requisites and the Key Selection Criteria. The panel will use the Selection Criteria to assess each applicant's written application, responses to questions asked at the interview, and performance on any other task which may form part of the selection process.

The selection process will be conducted by the selection panel with complete confidentiality.

## Key Dates

Application Closing Date – 25th November

Round One Shortlisting Process – from 26th November

Panel Interviews – Week commencing 2nd December

Successful Candidate Appointed – 9th December September

Role Commences – Term 3 2025 (July)





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CHRISTIAN  
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CHRIST | NATURE | NURTURE

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