HAMILTON CHRISTIAN SCHOOL

1 Micah Place, Rototuna North, Hamilton, 3210
www. hamiltonchristian.school.nz
admin@hamiltonchristian.school.nz
(07) 854 0010

November 2026

Dear Applicant,

Thank you for your interest in joining our team at Hamilton Christian School.

Due to ongoing roll growth, we have a number of exciting new teaching and leadership roles available across the school. We are seeking passionate, Christ-centred educators who are dedicated to academic excellence, student wellbeing, and living out our school's Special Character.

How to Apply Please submit your completed application pack via email to **vacancies@hamiltonchristian.school.nz** by **12:00 pm, Monday, 16 November 2026**.

Your application must include:

1. A covering letter
2. A current Curriculum Vitae
3. A completed Application Form (clearly indicating the specific position you are applying for)

Referee Form Information Our referee process is completed online via this Google Form link. Please copy the link and forward to your three referees as soon as possible.

The referee form is divided into three sections: **Professional**, **Character**, and **Spiritual**. Please ensure you advise each referee to complete the section relevant to them. All referee responses must be submitted by **16 November 2026**.

Key Dates & Timeline

- **Applications Close:** 12:00 pm, 16 November 2026
- **Referee Forms Due:** 16 November 2026
- **Shortlisting & Referee Checks:** 16 November 2026
- **Interviews:** To be confirmed

Application Checklist Before emailing your application, please ensure you have:

- [ ] Completed all sections and key questions on the application form.
- [ ] Forwarded the Google Form link to your 3 referees (Professional, Character, Spiritual).
- [ ] Attached your CV and cover letter.
- [ ] Compiled your completed documents into a single PDF scanned copy to email.

We look forward to receiving your application and praying with you through this process.

Kind regards,

Barbara Haefele
Principal's PA
Hamilton Christian School

Advertisement

Scale A Teacher – Primary School

Hamilton Christian School

Fixed Term, Full-time – Maternity Leave Position

Start Date: Term 1, 2027

Due to ongoing roll growth, we have a number of exciting new teaching and leadership roles available. We are seeking a warm, relational full-time Scale A Primary Teacher to join our team in a fixed-term capacity for the 2027 school year. This is fixed-term due to it being Maternity Leave vacancy which covers two year groups over the course of the year, within the Primary School.

Hamilton Christian School recognises that there is a distinct difference between educators who are Christian and true Christian Education. We are looking for a teacher who will live out our school motto, *to act justly, love mercy, and walk humbly with our God*, through their daily pedagogy, planning, and care for ākonga, whānau, and colleagues.

What we are looking for:

- A vibrant personal Christian faith and a genuine heart to uphold our school's special character.
- A teacher who loves all students, ensuring every child feels safe, valued, and excited to participate in their learning.
- Proven teaching experience using the NZ curriculum.
- Ability to build an engaging classroom programme following the NZ Curriculum.
- Strong collaborative skills to work alongside your teaching team, SENCO, specialist teachers, and external support agencies (such as RTLB).
- High professional standards in line with the NZ Teaching Council's Code and Standards.

You'll join a supportive primary team committed to high-quality learning, student wellbeing, and growing together in faith.

Applicants must be registered teachers with the New Zealand Teaching Council and hold current NZ work rights.

How to apply:

Submit your CV, cover letter, and application form to:

Principal's PA: vacancies@hamiltonchristian.school.nz

Applications close: 12.00pm, Monday, 16 November 2026

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"Teach me Thy way, O Lord"

TEACHER APPLICATION FORM

POSITION APPLYING FOR:

A. PERSONAL DETAILS:

Title: **Surname:**

First Name(s)

Preferred Name:

Full Postal Address:

Date of Birth: **Email:**

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

Marital status:

Eligibility to live and work in NZ (please indicate your status)

Nationality: Country of Birth:

Are you a NZ Citizen ☐ Yes ☐ No

If not, do you have Resident status, or ☐ Yes ☐ No

A current Work Permit / Visa, if yes, please provide details below ☐ Yes ☐ No

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.

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.

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.

I. OTHER EXPERIENCE:

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

J. FAITH PERSPECTIVE:

Are you an active member of a local church? ☐ Yes ☐ No

If so, which church do you attend?

Name of Minister / Pastor:

How frequently do you attend church?

Give details of any church activities you have been involved with.

Please briefly outline your Christian faith journey and your views on what it means to be a Christian.

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

The authority and accuracy of the Bible

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

Same-sex relationships

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	Phone number and email address
Professional Referee (Principal / Faculty Lead)		
Character Referee		
Spiritual Referee (Church Minister / Pastor)		

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)*: _____

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 and 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 participants 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 well-being 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