HAMILTON CHRISTIAN SCHOOL

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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 **9:00am, Monday, 23 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 23 November 2026

Key Dates & Timeline

- **Applications Close:** 9:00am, 23 November 2026
- **Referee Forms Due:** 23 November 2026
- **Shortlisting & Referee Checks:** 23 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

Teacher in Charge (TiC) – Christian Living & Bible Literacy (Years 1–13) Hamilton Christian School Full-time,

Permanent | 1MU + **1MU (fixed-term)** for Recruitment and Initial Development of role

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 an inspiring, biblically grounded educator to step into the role of **Teacher in Charge – Christian Living & Bible Literacy** with teaching responsibility across Years 9–13 and planning and oversight for Year 1 – 8. The applicant must have a heart for discipling young people, a deep love for God's Word, and the leadership capacity to design a rich, engaging curriculum.

Hamilton Christian School is a composite Christian school dedicated to offering rich learning grounded in a Biblical worldview. We pride ourselves on a warm, supportive staff community where teachers and ākonga are encouraged to live out our motto: Act justly, love mercy, and walk humbly with our God.

What we are looking for:

- A vibrant personal Christian faith, sound theological understanding, and a deep love for Scripture.
- Proven teaching experience with secondary students and designing engaging, age-appropriate Bible classes that foster critical thinking, deep theological understanding and practical application, as well as foster a curiosity for the Bible.
- Strong skills in curriculum design, creating engaging Christian Living and Bible Literacy programmes suited to Kiwi teenagers.
- Ability to support and equip colleagues who teach Christian Living modules.
- Excellent communication, strong organisation, and a collaborative spirit.

You will lead the scope, sequence, and resourcing of our Christian Living curriculum, helping students explore the Bible for themselves, handle big life questions, and put faith into action.

A willingness and ability to take part in religious instruction appropriate to the Special Character of the school is a condition of appointment. Applicants must be NZ-registered teachers with 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:**

9:00am, Monday, 23 November 2026

JOB DESCRIPTION

TEACHER IN CHARGE (TiC) – CHRISTIAN LIVING & BIBLE LITERACY

DESCRIPTION

The Teacher in Charge (TiC) of Christian Living and Bible Literacy holds a critical role at Hamilton Christian School, overseeing the formal Christian Studies curriculum, biblical literacy frameworks, and foundational faith learning across the school, Years 1–13 with teaching responsibility in Year 9-13 and planning and oversight for Year 1-8.

The TiC ensures that the Bible Literacy and Christian Living programmes are robust, biblically sound, engaging, and relevant to modern ākonga. This role combines curriculum development, teacher support, and pedagogical leadership - ensuring that daily Christian Living lessons, devotionals, and biblical worldview frameworks actively align with the school's Special Character, strategic vision, and core motto: *To Act Justly, Love Mercy, and Walk Humbly with our God*.

LINE OF AUTHORITY

The Teacher in Charge is responsible to the Head of School and the Principal.

RESPONSIBILITIES

In bringing an active Christian perspective to all aspects of their work and collaborating across departments to support student spiritual growth, the TiC will:

- Curriculum Leadership: Develop, review, and resource a cohesive Christian Living and Bible Literacy scope and sequence (Years 1–13), drawing from recognised Christian Special Character frameworks (such as NZACS and AIS) to build sound biblical literacy, apologetics, and practical Christian ethics.
- Special Character Alignment: Ensure high-quality, biblically grounded teaching occurs across the programme by equipping teachers with practical resources, lesson plans, and theological context.
- Student Faith Formation: Foster a safe space for ākonga to ask tough questions, explore the Scriptures for themselves, understand God's story from Genesis to Revelation, and apply biblical truth to modern ethical challenges.
- Department Administration:
    - Manage Christian Living resources, digital materials, class Bibles, and curriculum tools within budget.
    - Complete RAMS documentation for specialised faith-based trips, retreats, or service-learning days promptly.
    - Maintain up-to-date scheme plans, assessment trackers, and unit resources.
- Teacher Support & Coaching: Support and encourage classroom teachers who deliver Christian Living modules, offering practical ideas, devotional materials, and pedagogical guidance.
- Communication & Whānau Engagement: Maintain clear, positive communication with parents and whānau about what students are learning in Christian Living and how home and school can partner together.

The TiC is expected to model a vibrant, personal Christian faith, integrity of character, and genuine care for all staff, students, and whānau.

DUTIES

These include, but are not limited to, the following:

1. Curriculum Design & Bible Literacy: Design and update year-level schemes for Christian Living (Years 1–13), focusing on core Bible knowledge, Old/New Testament surveys, Christian doctrine, worldviews, apologetics, and practical servant leadership.
2. Resource Management: Source, adapt, and distribute high-quality Christian curriculum materials (print, media, and digital) that resonate with Kiwi teenagers while maintaining theological integrity.
3. Assessment & Learner Feedback: Establish meaningful, non-judgmental ways to track students' understanding, engagement, and progress in biblical literacy without reducing personal faith to a single grade.
4. Integration with School Life: Partner with Pastoral Care Leaders and Deans to ensure Christian Living themes connect naturally with school camps, assemblies, and service initiatives.

5. Team Kōrero & Support: Run regular catch-ups with teachers delivering Christian Living classes to discuss pedagogy, lesson feedback, and resource needs.
6. Inclusive Practice: Work alongside the Head of School, SENCO, and teachers to adapt Christian Living materials for diverse learners and those with specific learning support needs (Individual Educational Plans).
7. Role Modelling & Discipleship: Set an encouraging, Christ-like tone across the school community, walking alongside students in their spiritual journeys with grace, patience, and humility.
8. Budget Responsibility: Oversee the allocated Christian Living budget wisely, ordering resources and managing digital subscriptions efficiently.
9. Event Coordination: Help plan and coordinate key Special Character events, such as Bible Week initiatives, guest speaker visits, or Christian Service Days.
10. Professional Growth: Stay engaged with wider NZ Christian school networks (such as NZACS and AIS) for ongoing professional learning in Christian education pedagogy.

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

Date approved:	27 August 2026
Reviewed:	
Date appointed:	27 August 2026