



Casual Relief Teaching at Mildura Senior College

Thank you for your interest in applying for Casual Relief Teaching (CRT) with Mildura Senior College. The following information has been provided to assist you in understanding the role of a Casual Relief Teacher.

Casual Relief Teaching

Casual Relief Teachers (CRT) are employed by the school council as and when the need arises. As a casual employee there is no guarantee of any future employment with the school council or in any other employment arrangement. There is also no guarantee of ongoing work or regular shifts. Your hours of work are by agreement and the school may contact you by phone or email to request you to work. Casual employment may be terminated without notice or warning at any time.

Terms and conditions of employment

The purpose of this information sheet is to set out the terms and conditions of your employment as a CRT at the school.

School council employees are employed under Part 2.3 of the *Education and Training Reform Act 2006*. The conditions of employment for school council employees are set out in Ministerial Order 1389.

CRTs are paid at the hourly rate set out in clause 1.2(1) of schedule 1 of Ministerial Order 1389. This rate of pay includes a casual loading of 20% in lieu of paid annual leave, personal leave and public holidays. As a casual employee, you are not entitled to annual leave, personal leave and public holidays or any payment in lieu of these.

It is your responsibility to ensure that you have provided evidence to the school council that you are currently registered (or deemed to be registered) with the Victorian Institute of Teaching under Part 6 of the *Education Training and Reform Act 2006*. You also have a duty not to disclose any confidential information that you may receive as an employee of the council.

Ministerial Order 1389, rates of pay and other information about your rights and responsibilities as a school council employee is available on the department's HRWeb: School Council Employment page <https://www2.education.vic.gov.au/pal/school-council-employment/overview>

Fair Work Information Statement

The Fair Work Information Statement can be accessed on the [Fair Work Ombudsman](http://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement) website: <http://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement>

Further Information

After submitting the Expression of Interest Form, you may be contacted for an informal meeting with the Assistant Principal.

If you have any further questions, you can contact Heidi Earle at the College on 5021 2911.



Expression of Interest Casual Relief Teacher

Please complete this form and return with your resume and copies of qualifications to hr@milsen.vic.edu.au

Personal Details				
Family Name:		Given Name:		
Address:				
Town:		Postcode:		
Phone:		Mobile:		
Email:				
DET TO Number:				
VIT Number:		Valid Date:		
Qualifications:				
Preferred Subjects to Teach:				
Days Available:				
Monday <input type="checkbox"/>	Tuesday <input type="checkbox"/>	Wednesday <input type="checkbox"/>	Thursday <input type="checkbox"/>	Friday <input type="checkbox"/>
Term 1 <input type="checkbox"/>	Term 2 <input type="checkbox"/>	Term 3 <input type="checkbox"/>	Term 4 <input type="checkbox"/>	
Additional Information:				

Date Submitted:	
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