

Job Opening Report

Job Opening Summary

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|--------------------------|--------------------------------|------------------|------------------------------------|
| Department | 018045(Mildura Senior College) | Location | Mildura Senior College |
| Classification | Classroom Teacher | Role Type | Primary Teacher; Secondary Teacher |
| Job Posting Title | EAL Cluster Educator P-12 | | |
| Subjects/Duties | English - Additional Language | Level | Primary/Secondary P-12 |
| Begin Date | 02/03/2026 | End Date | 25/01/2027 |
| Regular/Temporary | Fixed Term | | |
| Hours | 38.00 | | |
| Reference # | 1515391 | | |
| Contact Name | Lewis Gunn | | |
| Phone | 03 5021 2911 | | |
| School Website | www.milsen.vic.edu.au | | |
| Apply By | 11/02/2026 | | |

Position Descriptions

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|-------------------------|--------------------------|
| Visible | Internal and External |
| Description Type | Conditions of Employment |

Description

- All staff employed by the Department and schools have access to a broad range of employment conditions and working arrangements.
- Appointment of successful applicants will be made subject to a satisfactory pre-employment conditions check.
- A probationary period may apply during the first year of employment and induction and support programs provided.
- Detailed information on all terms and conditions of employment is available on the Department's Human Resources website at <http://www.education.vic.gov.au/hrweb/Pages/default.aspx>

Visible Description Type Internal and External
Diversity and Inclusion

The department is committed to diversity and inclusion and developing a workforce that is representative of the community we service. We value diversity and inclusion in all forms - culture, gender, religion, ethnicity, LGBTIQ+, disability and neurodiversity. Aboriginal and Torres Strait Islander candidates are strongly encouraged to apply for roles within the Department. The Department recognises that the provision of safe, respectful and inclusive workplaces is essential to high performance and promotes flexible work and diversity across all schools and Department workplaces. It is our policy to provide reasonable adjustments for staff with disability (see [Workplace adjustment guidelines](#)).

Description

Additional support and advice on the recruitment process is available to Aboriginal and/or Torres Strait Islander candidates from the Koorie Outcomes Division (KOD) via marrung@education.vic.gov.au

Applicants seeking part-time employment are encouraged to apply for any teaching service position and, if they are the successful candidate, request a reduced time fraction. Such requests will be negotiated on a case-by-case basis and will be subject to the operational requirements of the school.

Visible Description Type Internal and External
Role

Description The EAL cluster program provides support to schools enrolling students from culturally and linguistically diverse backgrounds within mainstream schools within the Sunraysia region.

The host school for the program is Mildura English Language Centre.

Role

The EAL Cluster teacher will provide support and build capacity of leadership and teaching staff within the nominated cluster schools, who are working with students from an EAL background who have been in the Australian school system for up to five years.

Responsibilities

- Working with the MELC Assistant Principal and School leadership team to map EAL/D provision within each school; determining areas where additional support would be beneficial.
- Ensure appropriate EAL assessment and reporting procedures are in place.
- Support relevant school-based teachers to develop curriculum and programs, which meet the language and learning needs of the EAL student.
- Demonstrate direct EAL teaching to EAL students, providing modelled strategies to build teacher capacity.
- Recommend relevant EAL resources/materials and arrange for provision of New Arrivals Kit where appropriate.
- Direct students to support services within and outside the school for welfare and careers advice.
- Develop the capacity of mainstream teachers and school leadership through PL and mentoring, to ensure provision of appropriate programming for EAL students.
- Conduct EAL Initial English Language Assessments for newly arrived students in Cluster schools and make recommendations for appropriate programming.
- Provide information about DET EAL resources such as translating and interpreting services and the EAL Developmental Continuum, to support EAL learners and their families.
- Teaching at the Mildura English Language Centre as required.

To be eligible, an applicant must have:

- Teaching qualifications that are recognised by DET
- VIT registration
- A current drivers license and a car with comprehensive insurance.
- A TESOL qualification is desirable
- The successful applicant must also meet all other employment requirements of DET.
- part time applicants welcome to apply.

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|-------------------------|-----------------------|
| Visible | Internal and External |
| Description Type | Other Information |

Thank you for your interest in this vacancy at **Mildura English Language Centre**

Description

- Applicants should address the key selection criteria.
- Attaching your letter of introduction, resume and key selection criteria in one document is most helpful.
- Day time phone numbers are vital to make appointments for an interview in the event that you are shortlisted.
- If you have an Employee ID Number, please include it on your application.
- Three (3) Referees are required. Please provide names, contact phone numbers and e-mail addresses (Most recent employer is preferred).
- A copy of your current Victorian Institute of Teaching card will be required if successful.
- Part-time applicants and/or other subject areas are also welcome to apply.

Visible Description Type Internal and External Selection Criteria

Description

SC 1 Demonstrated excellence in literacy teaching, with the knowledge and skills to improve learning outcomes for students with EAL needs.

SC2 Demonstrated experience in working with or understanding the needs of EAL/refugee-like students and their families.

SC3 Demonstrated skills in building the EAL / literacy instructional capacity of teachers and school leaders through coaching, modelling, and facilitating school based professional learning.

SC4 Demonstrated capacity to effectively analyse and use data to improve EAL student learning outcomes.

SC5 Demonstrated understanding of current Department policies, programs and resources.

SC6 Outstanding interpersonal and communication skills with the flexibility to adapt to and manage change

Visible Description Type Internal and External Responsibilities

Description

The role of classroom teacher may include but is not limited to:

- Direct teaching of groups of students and individual students;
- Contributing to the development, implementation and evaluation of a curriculum area or other curriculum program within the school;
- Undertaking other classroom teaching

- related and organisational duties as determined by the School Principal;
- Participating in activities such as parent/teacher meetings; staff meetings; camps and excursions;
- Undertaking other non-teaching supervisory duties.

Visible Description Type Internal and External Location Profile

Mildura English Language Centre (MELC) is a campus of the Mildura Senior College, and is located in the heart of Mildura, in north-west Victoria 545 kilometres from Melbourne MELC provides a full-time intensive English language program for newly arrived migrant and refugee students from years Prep to 10.

MELCs aim is to prepare students for the English demands of mainstream schooling or other alternative pathways. MELC provides an introduction to the English language as well as learning in and through English. MELC also provides students and their families with an understanding of the Victorian schooling system and life in Australia.

Description At MELC, we are committed to providing a secure caring learning environment where staff and students respect cultural and religious differences. MELC provides equal opportunity for students of P-10 year level, regardless of sex, ethnic background, race, religion or economic status.

MELC teachers are required to differentiate the learning to consider student's previous access to and experience of schooling, their age and their rate of language acquisition.

We are committed to Respectful Relationships and being a Safe School. The MELC values of **Persistence, Empathy, Aspiration, Community** and **Engagement** reflects the culture and behaviours we aim to develop in our students.

Visible Description Type Internal and External Qualification Requirements

To be eligible for employment, transfer or promotion in the principal or teacher class:

Description

- The person must have provisional or full registration approved by the Victorian Institute of Teaching; and

or null if the person completed an Australian postgraduate level initial teaching program or course of study on or after 1 January 2024, they must demonstrate that they have satisfactorily completed a postgraduate level accredited initial teacher education program that has been accredited by an Australian State or Territory Teacher Regulatory Authority as satisfying the requirements of the Australian Institute for Teaching and School Leadership 'Accreditation of initial teacher education programs

in Australia: Standards and Procedures'; and
 null a person who graduated from a Victorian Initial Teacher Education (ITE) program after 1 July 2016 must also demonstrate that they have passed the literacy and numeracy test for initial teacher education (LANTITE) requirements (this condition is satisfied where the LANTITE requirement is part of the Victorian ITE program completed by the person).

Details of qualification requirements as updated from time to time can be found at [Recruitment in Schools](#).

Visible Description Type Internal and External
Who May Apply

Description Teachers currently registered or eligible for registration with the Victorian Institute of Teaching and qualified to teach and/or have demonstrated experience in the curriculum area(s) specified for the position.

Visible Description Type Internal and External
Child Safe Standards

Description Victorian government schools are child safe environments. Our schools actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. All schools have a Child Safety Code of Conduct consistent with the department's exemplar available at:

<https://www2.education.vic.gov.au/pal/child-safe-standards/policy>

Visible Description Type Internal and External
DE Values

Description The department's employees commit to upholding the department's Values: Responsiveness, Integrity, Impartiality, Accountability, Respect, Leadership and Human Rights. The department's Values complement each school's own values and underpin the behaviours the community expects of Victorian public sector employees, including those who work in Victorian Government Schools. Information on the department values is available at:

<https://www2.education.vic.gov.au/pal/values-department-vps-school-employees/overview>

Job Postings

| Description | Posting Type | Post Date | Remove Date |
|-------------|------------------|------------|-------------|
| Internet | Internal Posting | 28/01/2026 | 11/02/2026 |

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| Internet | External Posting | 28/01/2026 | 11/02/2026 |
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| Job Information | |
|-----------------------------------|---------------------------------------|
| Created By | 09638123(Heidi Earle) |
| Created | 28/01/2026 |
| Opening to Fill | L(Limited Number of Openings) |
| Target Openings | 1 |
| Available Openings | 1 |
| Business Unit | DOEBU(Dept of Education and Training) |
| Company | DOE(Dept of Education and Training) |
| Status Code | 010 (010 Open) |
| Reason for Job Opening | |
| Status Date | 28/01/2026 |
| Date Authorized | 28/01/2026 |
| Fixed Term Reason Verified | |

| Employees Being Replaced | |
|--------------------------|-------------|
| Employee ID | Name |
| 09030251 | Allison Day |

| Staffing information | |
|----------------------|------------|
| Region | AUS |
| Schedule Type | Full-Time |
| Work Period | DOE Weekly |