Casual VCE Teaching Positions – January, July, September

# TSFX Head Start and Exam Revision Lectures for VCE Students

**Wanted: Passionate, Dynamic VCE Teachers in the following subjects**

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| Subjects: (Bold are offered as both Lecture and Master Class programs) | |
| Accounting (Units 3 and 4) | Health & Human Development (Units 3 & 4) |
| Biology (Units 1 -4) | Legal Studies (Units 3 & 4) |
| Business Management (Units 3 & 4) | Literature (Units 3 & 4) |
| Chemistry (Unit 1 – 4) | Maths Methods (Units 1 – 4) |
| Economics (Units 3 & 4) | Physical Education (Units 3 & 4) |
| English (Unit 1 – 4) | Physics (Unit 1- 4) |
| English Texts/ Text-Pairs – various | Psychology (Unit 3 & 4) |
| English Language (Units 3 & 4) | Specialist Maths (Unit 3 & 4) |
| Further Maths (Unit 3 & 4) |  |

TSFX is seeking qualified practising VCE teachers to join our team of writers, lecturers, and teaching staff.

Casual, after school hours and holiday teaching positions are currently available for passionate, dynamic VCE teachers who have at least 3 years of teaching experience in a registered Victorian school.

## Position Summary:

A variety of short-term positions are available for teachers interested in casual lecturing across the term holidays, as well as throughout the year for the development of course materials and exams that TSFX produce for internal and external applications.

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| Subject lecturers | Trial Exam Writers |
| Subject content creators/authors (TSFX Courses) | Exam vetters |
| English Essay Writers | Online Resource Developers |

**Important Notes:**

### You will NOT be required to produce materials for the lectures you present. A copy of the lecture course materials together with worked solutions to questions will be provided before the first lecture.

### You will NOT be required to mark student work, attend meetings, or conduct parent-teacher interviews.

### Lecturers may use PowerPoint or other presentation mediums in addition to the TSFX provided course materials (i.e., Kahoot) however this must not be branded or marked other than TSFX when presented.

## Lectures are run at the following times and periods:

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| January School Holidays: | Units 1 and Unit 3 Head Start lectures |
| July School Holidays: | Unit 2 and Unit 4 Head Start lectures |
| September School Holidays: | Unit 2, Unit 3, and Unit 4 Exam Revision lectures |

## Head Start lectures depending upon the subject will run for 2 hours to 3 hours per session.

## Exam Revision lectures depending upon the subject will run for 2 hours to 3 hours per session.

## Each subject will comprise between one to three sessions (Text Pairs for example are 2 hour lectures, Legal Studies would be 2 x 3 hour lectures and Chemistry would be 3 x 3 hour lectures).

## Venue & Class Delivery Style:

The Holiday Lecture Programs when delivered in-person (face-to-face) are held at the **Elizabeth Blackburn School of Sciences, University of Melbourne, Parkville Campus.**

The Holiday Lecture Programs when delivered as a Livestream Program are being live streamed from the TSFX offices (recording suites) at **Suite 101, 964 Mt Alexander Road, Essendon**. This is opposite the Essendon Train Station.

All Lectures are delivered via large writing tablets (24 inch) projected to the room or livestreamed to students.

All lectures are recorded for student revision and accessible via a secure Learning Management System (LMS) for enrolled student access.

We capture the writing, digital audio for all lectures and a thumbnail camera feed of the lecturer (Livestream only).

The written component is the student notes that you will work through and any additional resources such as PowerPoint and audiovisual (mp4) presentations that you may display onscreen.

Livestream format also provides the lecturer the opportunity to interact with the students via live questions, chat, polls, and quizzes in addition to the general on-screen workings.

Any presentation, you will have IT support monitoring and available to assist the presenter.

## Essential Criteria:

Applicants must either be currently employed or have recently taught at a registered Victorian secondary school at VCE level (Year 11 and/or Year 12).

## Additional Requirements Include:

* A minimum of 3 years teaching experience (in a registered Victorian school) in the subject(s) and year levels you are applying for.
* Either:

1. A current VIT registration OR;
2. An expired VIT registration together with a current WWCC.

* Strong written and verbal communication skills.
* Teachers interested in the development of trial examination papers must possess previous/current marking experience and/or previous experience writing examination questions.
* As we operate within Government schools, compliance with Department of Education guidelines concerning vaccinations is required.

## Remuneration:

The remuneration for delivering our Master Class program is dependent on the applicant’s teaching, VCE exam marking and VCE exam writing experience and starts from $105 per hour. Lecture rates are $225 per hour. Rates are exclusive of superannuation.

Ancillary expenses incurred in the preparation and delivery of these classes are fully tax deductible.

## Further Information:

To obtain further information regarding this position, please don’t hesitate to contact Andrew Murchie as follows:

**Via Mobile:** 0439 036 561 (10am to 7pm, Monday to Friday)

**Via the Office:** (03) 9663 3311 (10am to 5pm, Monday to Friday)

**Via Email:** [andrew@tsfx.edu.au](mailto:andrew@tsfx.edu.au)

## Applications:

To apply for this position, please use either the form on the page <https://www.tsfx.edu.au/work-with-us> or alternatively send your CV and a cover letter by email to Andrew Murchie (andrew@tsfx.edu.au). Please include the following information with your application:

1. Your full name.
2. The school where you are currently teaching or the details of your last teaching appointment in a registered VCE secondary school.
3. Either:

The subject(s) and year levels you are teaching this year in a registered Victorian secondary school: **OR**

The subject(s) and year levels you taught during your last appointment in a registered Victorian secondary school.

1. Subject(s) you have recently taught at Year 11 and/or Year 12 level that you are not teaching this year.
2. Nominate that you are interested in lecturing, course notes writing, exam writing/vetting.
3. If you would also be interested/available for Master Class programs, please indicate this in your submission.
4. The subjects, days and times of the classes you are interested in delivering.
5. An after-hours contact numbers.

**Please don’t hesitate to pass on this information onto a colleague**

**who may be interested in a casual teaching appointment.**