

## Information for Teacher Flying Squad applicants

### **Am I eligible?**

Eligibility for employment as a Flying Squad teacher with the Department of Education is subject to:

- appropriate teaching qualification/s;
- registration with the Teacher Registration Board of WA (full or provisional registration);
- evidence of eligibility to work in Australia (for an immediate start);
- residing in Western Australia
- obtaining a satisfactory Nationally Coordinated Criminal History Check
- a current and valid Working with Children Check.
- If you are a permanent Department teacher, written approval is required from your substantive line manager, indicating their approval for you to participate in the Flying Squad.

### **How do I apply?**

All applications are submitted online. You must have a current, valid email address in order to apply, as most correspondence with you will be via email.

Proforma, faxed, hand delivered, posted and emailed applications are not accepted.

You will be required to attach a CV, maximum four (4) pages, as well as the documents requested below for inclusion into the pool. Your application will not progress until all documentation requested has been provided. It is recommended you have these documents complete and ready to attach prior to clicking on "Apply for Job".

Required documentation includes your:

- current Western Australian teacher registration;
- academic transcripts indicating your course of study, including copies of undergraduate degrees and any postgraduate qualifications (if applicable). These transcripts must clearly identify:
  - o your name
  - o university name
  - o course name
  - o units completed
  - o course completion date;
- identification (for example, birth certificate, passport, change of name documentation – marriage certificate);
- evidence of eligibility to work in Australia, including Australian or New Zealand citizenship or Australian work permit (e.g. citizenship papers, Australian work visa with date of entry - Visa Entitlement Verification Online (VEVO));
- an up to date resume; and
- the contact details for two professional referees. Where possible these should include your current or most recent line manager.

After you have submitted your application online, you will receive an email confirming lodgement. If you do not receive a confirmation email, please telephone (08) 9264 4127.

**Need help with your application?**

There is online assistance available to help you write your application.

If you have any queries regarding submitting your application online, or the status of your application, please contact the Recruitment team on (08) 9264 4127 or by emailing [schoolsrecruitment@education.wa.edu.au](mailto:schoolsrecruitment@education.wa.edu.au)

**What's next?**

This is a recruitment pool for appointments to be made throughout each school year. As suitable vacancies arise, you may be contacted to discuss these opportunities in greater detail. Your referees may also be contacted to verify your relevant skills and experience.

You have the flexibility to accept or decline appointments as offered, and will generally remain in the pool for the school year. If you are appointed to another position in the Department for a period of 12 months or greater you will be withdrawn from the pool. You can also withdraw from the pool at any time.

The following must be confirmed prior to commencing employment:

- satisfactory Nationally Coordinated Criminal History Check;
- a valid Working with Children Check; and
- Western Australian teacher registration.

**For further job related information**

Additional information regarding the Teacher Flying Squad is available on the Careers website. You may also contact the Teach in WA team on [teachinwa@education.wa.edu.au](mailto:teachinwa@education.wa.edu.au) or phone (08) 9264 4412.