



**Program Manager VET
Full Time
Alta-1 Head Office - Joondalup**

About Alta-1 College:

Transforming communities through justice, knowledge, recovery and hope.

Alta-1 College WA is an independent Christian, co-educational, CARE (Curriculum and Reengagement in Education) School of 800 students located in various locations across the state. As a College, we intentionally work with disengaged and disadvantaged young people who are considered educationally, behaviourally and socio-emotionally at-risk.

Alta-1 College is committed to providing a child-safe environment which safe-guards all students and is committed to promoting practices which provides safety, wellbeing and welfare of our children and young people

Role and Responsibility

The Program Manager VET will be responsible for development of sustainable VET pathways within the College, to meet the diverse needs of students at Alta-1. The course offerings need to be considered in relation to the Ata-1 Standards and Strategic Plan.

The Program Manager VET will work with the Director of Student Outcomes to develop the initial plan and scoping of becoming a Registered Training Organisation (RTO), in accordance with Australian Skills Quality Authority (ASQA) requirements. The role will be responsible for execution of ongoing operational requirements of an RTO in providing capably trained and qualified skillsets which include the following:

- Investigate, establish and oversee the delivery of VET programmes
- Review and validate VET Programmes
- Revise as needed to provide individual student pathways
- Facilitate and ensure relevant induction for VET teachers
- Coordinate the delivery of VET professional development for teachers
- Investigate and provide flexible learning pathways

About You:

Essential requirements to be considered for the role:

- A Christian committed to demonstrating that their beliefs and values are real and impact their daily life
- Meet the requirements to be granted a Working with Children's Check and Nationally Coordinated Police History Check
- A great eye for detail
- Previous, relevant school-based VET senior leadership experience

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Benefits of working for Alta-1 College:

- Attractive Salary Packaging options available
- A fun and friendly Christian working environment

Application Process:

If you can see yourself becoming a member of the Alta-1 team and succeeding in this role then please apply. In order to be considered, applications must include:

- a document addressing the **Selection Criteria**,
- a current **Resume** and,
- a **written reference from your pastor**.

Incomplete applications will not be considered for shortlisting.

You can locate the selection criteria below.

All applications must be submitted via e-mail to recruitment@alta-1.wa.edu.au addressed to the State Director of Student Outcomes, Shelley Forbes

If you have any further questions regarding the functionality of this role, please contact Shelley Forbes on 0439 786 565.

Application closing date is Sunday, 1st August, 2021.

Alta-1 College encourages you to apply for this vacancy as soon as possible and reserves the right to close this vacancy without notice.

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Selection Criteria Alta-1 College – Program Manager VET

SELECTION CRITERIA

Please ensure you address the below selection criteria in no more than 4 pages and submit along with a cover letter, your resume and pastor's reference.

Section 1 – Essential

1. To have a personal faith and commitment to the Lord Jesus Christ with regular Church attendance and a lifestyle consistent with Christian living.
2. To hold a teaching qualification and a Cert IV in Training and Assessment qualification or higher.
3. Previous, relevant school-based VET senior leadership experience including development and management of delivering internal Certificates. This position requires leadership experience in developing RTO partnerships.
4. Previous senior leadership in an education setting with clear evidence of achievement of development of vocational pathways at a senior leadership level.
5. Strong interpersonal and communication skills within a senior leadership position context.
6. Excellent organizational skills and the ability to multitask. This position requires the ability to work efficiently under pressure and use high levels of initiative and demonstration of innovative problem-solving abilities.
7. Able to demonstrate a passion for and commitment to working with at-risk adolescent students and preparing them for purposeful lives.

Section 2 – Desirable

1. Experience in establishing an organization as an RTO in accordance with ASQA requirements.
2. Achieve operational readiness to deliver on RTO ambitions, in order to execute upon successful achievement of RTO certificate of registration.

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