



Head of ELICOS (Director)

Permanent Full-Time Leadership Level 2 (salary range - \$131,271 to \$165,205)
Commencing in January 2027, with flexibility for the right candidate

Macarthur is an independent Anglican co-educational Transition to Year 12 school with a strong academic and co-curricular focus, catering for students of all ability levels. It is located in picturesque Cobbitty on over 85 magnificent acres, 50 minutes from the CBDs of Sydney and Wollongong. The School is highly regarded as an employer of choice and provides a supportive workplace that pursues excellence and innovation.

Due to the expansion of the International Student Program, which has operated for over 20 years, the Headmaster seeks to appoint an appropriately qualified and experienced Christian educator who demonstrates a commitment to their Christian faith, as evidenced by regular attendance and involvement at a Church, to this full-time, permanent leadership position. This role will lead and manage the newly established ELICOS Centre. This leadership role will oversee the direction, academic integrity, and operations of the High School Preparation (HSP) and ELICOS programs.

The successful candidate will be a dual expert: a passionate educational leader who thrives in the classroom and a meticulous administrator capable of seamlessly navigating the intersection of national CRICOS/NEAS quality benchmarks and NESA school standards.

To be considered for this role, candidates must:

- explicitly demonstrate how they meet both the NSW (NESA) and national/quality (NEAS/CRICOS) regulatory frameworks required for a school-based ELICOS centre.
- have a deep operational knowledge of the ELICOS Standards 2018, the ESOS Act, and the NEAS Quality Assurance Framework.
- Be accredited with NESA at Proficient Teacher level or higher, or have the qualification to gain accreditation with a recognised school-sector teaching degree (Bachelor of Education or Master of Teaching).
- have a recognised postgraduate qualification in TESOL, Applied Linguistics, or English Language Teaching to comply with NEAS and CRICOS Requirements. A Certificate IV or standard CELTA alone does not meet the NEAS benchmark for this leadership role.
- The ability to teach a NESA-aligned foreign language curriculum will be a distinct advantage.

Key Responsibilities of this role include:

- Oversee the development, review, and delivery of high-quality, engaging ELICOS curricula that align with the EAL/D framework and prepare students for mainstream academic success.
- Maintain absolute compliance with the ESOS Act, National Code 2018, ELICOS Standards, NEAS Quality Principles, and NESA registration requirements.
- Assist the Head of International Students in monitoring international student attendance, academic progress, and pastoral care, ensuring strict adherence to under-18 student visa conditions and child protection laws.

The successful candidate must also demonstrate innovative use of ICT in teaching and learning, proficiency in writing teaching programmes, and an understanding of best practices in student assessment and feedback. The desire to contribute to outdoor education, camping and co-curricular programmes is imperative.

Applications for this position are only accepted via the Teaching Staff [Online Application Form](#). In addition, candidates must upload a cover letter, a Curriculum Vitae, an academic transcript, and documents satisfying Macarthur's '[100 point Identity Check](#)'. The cover letter should be directed to the Headmaster, Dr David Nockles.

Further information on how to apply for this position, including links to the online application form and document upload links, is available on the [School website's employment page](#).

Applications close when a suitable candidate is found

The School holds the right to make appointments at any time.

Child protection legislation requires preferred applicants to have their WWCC number verified by the School.

