

# Expression of Interest Non School Based Teaching Service (NSBTS) Positions

## Information

**Are you interested in broadening your professional experience by undertaking short-term temporary assignments either at or above your current position level in a non school based teaching service role in the Student Support and Specialist Programs area?**

Expressions of Interest (EOI) are regularly published in Staff Noticeboard to temporarily fill short-term (up to 12 months) vacant positions. EOI opportunities promote staff development and provide opportunities for staff to broaden their experience within various Directorates.

### Who can apply for these EOIs?

Permanent, temporary and casual staff who have identified in their Performance Development Plan an interest in taking up opportunities either at or above their current position level, and who have their manager's approval.

### Essential Criteria

Teaching qualifications and recent school based experience within the K-12 range.

Information on meeting the definition of 'recent school based experience' is [available here](#)

### How will applications be assessed?

All applications will be assessed when first received. This assessment will take into consideration the applicants ability to meet the selection criteria as well as previous skills and experience. Additionally, the manager seeking to employ an applicant will also

be in contact with the applicant's manager/supervisor. Please note potential candidates may be asked to attend an interview and/or undertake other assessment tasks.

### How do I apply for an EOI?

1. Discuss your intention to apply with your manager/supervisor first and obtain their approval
2. Open and save a copy of the blank application form and save to your personal file
3. Complete the application form below (pages 2-6) by typing straight into the fields provided. Do not copy and paste text as this may interfere with the proforma. **Please note: The application form is the only document you will need to submit as part of this process. No other documents are required or will be considered if attached to your application form.**
4. If you are applying for more than one position you will need to complete a separate application form for each position.
5. Late applications will not be considered.

Please email your completed application form to [rachael.adlington4@det.nsw.edu.au](mailto:rachael.adlington4@det.nsw.edu.au) before the advertised closing date of 5.00pm on 3 December 2021.

If you have any enquiries please email [rachael.adlington4@det.nsw.edu.au](mailto:rachael.adlington4@det.nsw.edu.au) or phone 0436 645 059

# EOI Application Form

## Personal and Professional Details

(please abbreviate words if there is not enough space)

Applicant  
Name:

Employee  
Number:

Address:

Email:

Work Phone  
Number:

Mobile  
Number:

Current Position:

Location:

Name of Referee 1:

Position:

Email:

Phone  
Number:

Name of Referee 2:

Position:

Email:

Phone  
Number:

Which advertised EOI position would you like to apply for?

**Please complete a separate form for each position.**

Position Title:

**Education Qualifications** (only include most relevant)

| Date | Details |
|------|---------|
|      |         |
|      |         |

**Training and Professional Development** (only include most relevant)

| Date | Details |
|------|---------|
|      |         |
|      |         |

**Employment History** (only include most recent and relevant)

| Date | Summary of Key Responsibilities/Achievements |
|------|--|
|      |  |
|      |  |
|      |  |
|      |  |
|      |  |



## Selection Criteria

Highlight your current skills and capabilities with reference to the selection criteria included in the advertisement.

- \* Type your responses directly into the spaces provided below.
- \* Do not copy and paste text as this may interfere with the proforma.
- \* Please do not go over the allocated space provided below for each criteria.

### 1. Criteria

### 2. Criteria



3. Criteria

4. Criteria



## Education Office Location

If positions are advertised with various office locations, please number your preferences in the table below which Education Office location/s you are interested in working from (1 being highest)

**Please note** that you will be required to work from the location where the vacancy exists. Any expenses associated with relocation and travel to/from the relieving location are to be met by the individual.

|                |  |                        |  |
|----------------|--|------------------------|--|
| Adamstown      |  | Miranda                |  |
| Albury         |  | Moree                  |  |
| Armidale       |  | Murwillumbah           |  |
| Arncliffe      |  | Newcastle              |  |
| Batemans Bay   |  | Nirimba (Quakers Hill) |  |
| Bathurst       |  | Orange                 |  |
| Broken Hill    |  | Parramatta             |  |
| Campbelltown   |  | Port Macquarie         |  |
| Coffs Harbour  |  | Queanbeyan             |  |
| Deniliquin     |  | Ringrose (Greystanes)  |  |
| Dubbo          |  | Riverwood              |  |
| Forster        |  | St Peters              |  |
| Glenfield      |  | Strathfield            |  |
| Goonellabah    |  | Taronga Zoo            |  |
| Grafton        |  | Tamworth               |  |
| Griffith       |  | Tuggerah               |  |
| Macquarie Park |  | Wagga Wagga            |  |
| Maitland       |  | Warilla                |  |

### Your signature

Please type name  
if you are unable to  
insert digital signature

**Date:**

**My manager/supervisor is aware that I am submitting this application and agrees to release me if my application is successful. Timing will be subject to business needs at the time.**

