

CONGREGATIONAL CHRISTIAN CHURCH SAMOA



DEPARTMENT OF EDUCATION

** P.O.Box 468 * Apia * Samoa * Phone/Fax: (685) 24414 **

** *Email Address: education@cccs.org.ws* **

Applications are invited for the vacant positions currently available at the CCCS Education Department and require resuming at the start of the school year 2019.

JOB VACANCIES:

I. SPECIAL POSITIONS:

- 1) **Principal, Leulumoega Fou College**
- 2) **Principal, CCCS Vocation School Salelologa**
- 3) **Principal, CCCS School of Fine Arts & Museum**

Mission:	Mandates to achieve the vision, key objectives and guiding principles of the school and CCCS Education Committee.
Appointment:	The appointment is made and subject to the review and recommendation of the Education Committee at the completion of a 3-year contract.
Responsibility:	Responsible to the Education Committee through the Director of Education, CCCS.
Qualification:	Requires at least a Bachelor's degree in Education and / or relevant field. Has 5+ years of related experience in teaching, school operation and administration of the school. Proficiency with financial management, Microsoft Word and Excel and has excellent communication, time management, organizational skills. Has good public relation.

Professional Requirement:

- An experienced educator and school manager having a wide experience in school operation, policy planning and implementation; must be familiar with the curriculum, assessment and resources and a confident public speaker.
- Has the ability to implement new initiatives and practices; strong analytical skills and collaborative management experience are desirable.

Salary & Entitlement:

- Good Salary on Appointment. Sick Leave 10 days. Special leave upon application.

Other Benefits:

- Accommodation, Transport and Special Allowances will be provided.

II. SPECIAL POSITIONS:

4) **Vice Principal, Maluafou College**

5) **Vice Principal, Leulumoega Fou College**

6) **Vice Principal, Nuuausala College**

Mission: To work as Vice Principal in one of the CCCS Colleges as specified above. To be responsible to the Principal for the students' academic outcomes, students' welfare, staff supervision and other general matters and administration of the school.

Appointment: The appointment is made and subject to the review and recommendation of the Education Committee at the completion of a 3-year contract.

Qualification: Bachelor's Degree in Education and or relevant field. Has 5 years experience in teaching and school operations.

Duties and Responsibilities:

- To work in collaboration with the Principal to achieve educational outcomes and the efficient management of the school.
- Ensure effective supervision of students and staff in following Teachers Manual and education sector frameworks and policies.
- Maintain effective communication and good relations with staff, students, parents and wider community.
- Manage, in consultation with the Principal, the facilities and physical assets of the school.
- Teach not less than 12 and no more than 14 periods a week.
- Perform other duties as directed by the Principal and in accordance with Teachers manual.

III. TEACHING POSITIONS:

i. PAPAUTA GIRLS COLLEGE

- 1 Computer Teacher: Yr 9 - 13
- 1 Chemistry Teacher: Yr 12 & 13

ii. MALUAFOU COLLEGE

- 2 Business Studies / Economics / Accounting Teacher: Yr 9 – 13
- 1 Food Textile & Technology Teacher: Yr 9 - 13
- 2 History/ Social Science Teacher: Yr 9 – 13
- 2 English Teacher Yr 12 & 13

iii. LEULUMOEGA FOU COLLEGE

- 2 Maths Teacher Yr 12 & 13
- 2 English Teacher Y12 & 13
- 1 Computer Studies Teacher
- 1 Geography/History Teacher
- 1 Visual Art Teacher Yr 9 – 13
- 1 Librarian & Literacy

iv. NUUAUSALA COLLEGE

- 1 Maths Teacher Yr 9 – 11
- 1 Accounting & Economics Teacher Yr 12 – 13
- 1 English Teacher Yr 12 & 13
- 1 Samoan Teacher Y12 & 13
- 1 Development Studies Teacher Y9 – 13
- 1 Agriculture Science Teacher Y9 – 11

v. **TUASIVI COLLEGE**

- 1 Geography / History Teacher Yr 13 & 13
- 1 Food Textile & Technology Teacher Y12 & 13
- 1 Computer Studies / Business Studies Teacher Yr 9 – 11

vi. **CCCS VOCATIONAL SCHOOL SALELOLOGA**

- 1 Automotive teacher
- 1 Electrical teacher
- 1 Tourism & Hospitality teacher
- 1 Computing Teacher

vii. **CCCS SCHOOL OF FINE ARTS**

- 1 English / Communication teacher
- 2 Fine Arts teacher
- 1 Curator (Tausia Galuega Falemataaga)

All interested applicants need to provide certified copies of qualifications, curriculum vitae and references from your church minister and previous employment.

Applications closed at 4.00pm, Friday 21st December 2018.

Rosita Esera
DIRECTOR OF EDUCATION CCCS