

Now hiring

MAINTENANCE AND SCHOOL SUPPORT OFFICER

GÄWA CHRISTIAN COLLEGE

NT CHRISTIAN SCHOOLS

JOIN US IN 2027!

We are seeking a dedicated and enthusiastic Maintenance and School Support Officer to join Gäwa Christian School. This vital role exists to support the core educational mission of the school by ensuring that school facilities, grounds, resources, and day-to-day operations are maintained to a high standard, enabling a safe, functional, and welcoming learning environment.

The primary purpose of the position is to provide practical maintenance, operational, relational, and administrative support that enhances the overall effectiveness of school operations. This includes maintaining school buildings and grounds, assisting with logistical and operational needs, supporting community engagement activities, and contributing to the smooth running of the school. All decisions and tasks are prioritised with this goal in mind: to free up school leadership and teaching staff to focus on delivering high-quality education to our students.

WHY WORK WITH US

- Six weeks annual leave + stand down
- 15 days personal leave
- 12% Super Contribution
- Long-Service Leave pro-rata after five years
- Funded Masters degree through NICE*
- Salary Sacrificing and health care corporate rates*
- Relocation assistance*
- Ongoing professional development
- Up to 18 weeks paid maternity leave*
- Access to staff wellbeing program

IN ADDITION..

- Accommodation/ Internet and utilities
- Annual remote travel allowance including dependents
- A sponsored site visit (preferably two weeks) giving you the best idea of what life could be like in Gawa.
- Employment package includes provision of housing, telephone line, internet (with some government restrictions), freight of food supplies

*Conditions apply

APPLY NOW

ntchristianschools.com.au

human.resources@ntchristianschools.com.au

Applications are processed as they are received

GÄWA CHRISTIAN SCHOOL

NT CHRISTIAN SCHOOLS

JOB DESCRIPTION

Job Title:	Maintenance and School Support Officer
Job Type:	Full-time (Part-time negotiable)
Salary Classification:	AO2.5 – AO3.1
Junior Employee Rates	A junior employee is paid at the following percentage of the appropriate adult rate: Under 17 – 50% 17 years old – 60% U18 18 years old – 70% U19 19 years old – 80% U20 20 years old – 90% U21
2026 Salary Range:	$64,703 - $66,309 pro-rata, depending on qualifications and experience; Plus, superannuation contribution of 12% of your annual salary
Annual Leave:	10 weeks AL
Location:	Gäwa Christian School
Reporting to:	Principal
Date advertised	September 2026

Introduction

NT Christian Schools is a Christian organisation. It exists to advance the Christian religion through the provision of education and religious instruction. Accordingly, in furtherance of the religious ethos of NT Christian Schools all staff will be required to deliver or contribute to religious education, to lead or otherwise assist in the conduct of religious services and otherwise engage in religious practices and observances (including, but not limited to, leading prayers or devotions and sharing testimonies), either with fellow staff or students. As representatives of NT Christian Schools, it is a genuine occupational qualification of such roles that applicants hold and act consistently with the religious beliefs of NT Christian Schools, including as articulated in the Policies and Procedures of NT Christian Schools.

NT Christian Schools exists to provide a thoroughly Christian education and to give effective witness to the biblically based religious beliefs of the Company. As such, holding the religious beliefs of NT Christian Schools as articulated in the Policies and Procedures of NT Christian Schools is a genuine occupational qualification of this role.

You are expected to have a clear understanding of, and unqualified commitment to the biblical basis, including as articulated in the Policies and Procedures of NT Christian Schools, and to act both in the work place and in other contexts in ways that are consistent with those beliefs, in order to provide an authentic Christian witness.

This role is required to practice, deliver and contribute to religious education in a manner that is consistent with the Policies and Procedures of NT Christian Schools and to model a life consistent with those beliefs. As such, this role requires the highest commitment to the Lord, the Bible and to schooling from a distinctively Christian perspective, consistent with the Policies and Procedures of NT Christian Schools.

This will be evident in supporting the teaching of the Australian curriculum from a biblical worldview, participating in and leading staff devotions and leading student devotions and prayer time and through the sharing of your personal testimony. In addition, staff offer a reflection of their own growing relationship with Christ, which is itself affirmed by living a life consistent with the teaching of the word of God. Accordingly, the modelling of an authentic Christian life is a core requirement of the position, reflecting the foundational contribution the position makes to the maintenance of the religious ethos of the school.

With a mutual commitment to God through Jesus Christ, staff members ought to serve and love one another as Christ loves them. This also means an acknowledgement that all people are fallible and need to be entirely reliant upon God. NT Christian Schools has expectations of mutual love, service, trust, acceptance, patience, forgiveness and support.
All employees for NT Christian Schools are to be committed to ensuring child safety, health and wellbeing practices are followed and upheld. These practices are embedded in NT Christian Schools policy and culture as guided under current legislation.

General Expectations

Life at Gäwa
Life at Gäwa is more than just a job. It is a partnership in service of our Lord with those you work with, and to those you live alongside. To live and work at Gäwa requires commitment and partnership, not just to the employed position but also to an involvement in wider community life. Even outside of school hours, we live and relate in close community. This involves spending time together with the broader Gäwa 'family' in order to build rich and genuine relationships. It also includes community fellowship, where we meet together to worship and share how God is working through lifes' joys and sorrows. Active participation in community fellowship is an integral part of life and service at Gäwa.

The Gäwa community strongly values staff who:

- have a strong and genuine love for Jesus
- have kind and generous hearts
- have a sincere desire to join with the community in life and fellowship in response to being openly welcomed
- desire to work together in partnership in a both-ways model of teaching and learning.

Your flexibility and creativity, an openness to learn and grow, a willingness to engage with a new language and culture, and a capacity to live with ambiguities and uncertainties, are qualities that will enable you to serve effectively in Gäwa.

It is the desire of the local community to raise up children who are "strong leaders, make good choices, reach for their goals and stay on the right path." (Gawa parent and staff member) and you are invited into genuine partnership with the community as they seek to fulfil this vision.

Due to nature of Gäwa and surrounding communities, the work can be particularly challenging at times. Challenges include; working with language and cultural differences, dealing with students unused to the disciplines required of school life and often from highly challenging backgrounds, living in close community with other staff and students, and issues associated with (relative) remoteness. Fulfilling this leadership role therefore requires working with such challenges to help establish and maintain good relations with school staff, students, their families and communities. As is often the

case, it is also the working with and through these challenges that is the source of much joy and satisfaction as breakthroughs are made and lives are changed and enriched!

Key Duties and Responsibilities

The role of *Maintenance and School Support Officer* exists to support the key educational function of the school; primarily, to enable the Principal and the Classroom Teachers to do their job. All priority decisions are made from this starting point. Among other things, achieving this will require:

Support

- Supporting the daily operations of the school: ensuring all areas are staffed (kitchen, grounds, classrooms)
- Develop capacity of staff and community members to do administrative tasks (banking, Centrelink, timesheets, etc.)
- Bus and barge runs to pick up and drop off students, staff and supplies
- Assist in the safety and cleanliness of the school site

First Aid

- Identifying and ordering first aid supplies needed to support the school's remote setting, maintain compliance and support a culture that promotes child safety
- Maintaining fixed first aid kit around the school and stocking mobile kits

Shop

- Placing weekly orders for the Gawa shop.
- Provide training and supervision of casual staff working in the Gawa shop, including serving customers, stocking shelves, and ensuring shop floors, benches, shelves, fridges and freezes are cleaned regularly.
- Ensure that petty cash and shop takings are stored securely.

Partnerships

- Assist in the creation and distribution of good news stories from the school through newsletters, social media and official NTCS marketing
- Maintain partnerships with external stakeholders and seek out new ones, in consultation and with approval from Elders

Selection Criteria

Essential

- A committed Christian actively involved in your local church.
- Prove an ability to effectively model Christian values as expressed in the Policies and Procedures of NT Christian Schools and to give an authentic witness to those values.
- Experience in, or willingness to learn, technology including computers, online platforms and data management software.
- Have a capacity to work as a constructive member of a cohesive team with excellent communication skills both written and verbal.
- Effective communication skills
- Ability to reflect the Christian faith underpinning the school
- Language skills (spelling and writing)
- Keyboard skills and computer literacy
- Familiarity with Microsoft windows environment
- Current northern territory driver's licence
- NT working with children clearance (ochre card)