



## **DIRECTOR ROLE – INFORMATION GUIDE**

The purpose of this information is to provide potential Board Candidates with information about the College and also about the role/expectations of the Director position. This should be read in conjunction with the information provided on the College website including the Constitution.

This information is general information only and is not legal advice. If candidates are unsure of anything they should also seek independent advice.

For any other questions on the content, please do not hesitate to contact any of the following:

- Board Chair: james.bligh@bigpond.com
- Board Secretary: sharonjrowland@hotmail.com
- Company Secretary: dwaterworth@standrews.vic.edu.au

## **ABOUT ST ANDREWS CHRISTIAN COLLEGE**

### **Our Story**

St Andrews Christian College is a growing, co-educational, P-12 school with over 700 students enrolled. The College is located in the outer eastern suburbs of Melbourne, Victoria.

St Andrews Christian College commenced in 1983 at Surrey Hills in response to a growing demand for a distinctive Christian school in the area that reflected and supported Christian family values and provided an education that assisted students in realising their potential in all areas of the curriculum.

After a period of steady growth the College moved to premises in Burwood in 1998. In 2010, following much hard work, perseverance and prayer, the College moved to its present site in Wantirna South. This enabled the College to continue with fulfilling the vision of establishing a strong Christ-centred P-12 college in Melbourne's outer eastern suburbs.

### **Our Motto**

Glory to God

### **Our Mission**

To educate students so that they are well skilled, understand life on the basis of biblical truth, and are motivated to walk with God and serve Him in their lives, so that they will be a positive Christian influence on the world.

### **Our Purpose**

To honour and glorify God in all we do at St Andrews Christian College. We do this through:

- Learning the truth of the gospel and how to apply this into everyday life
- Providing a safe, nurturing learning environment that encourages students to know, love and serve God and to know their purpose in the world
- Learning to love and serve others in an environment of grace, acceptance, truth, justice and mercy
- Supporting parents as the prime educators of their child
- Aspiring to educational excellence that enables each child to fulfil their potential academically, spiritually, emotionally, physically, socially and culturally
- Aiming to be a leading provider of Christian education and academic excellence.



### Strategic Directions

Our strategic directions are built around four Pillars of Purpose, being the reason we exist and the one constant reference point when setting our direction.

1. Well Skilled
2. Biblical Truth
3. Walk with God and serve Him
4. Positive Christian Influence

The College has both a strategic plan for 2024-27 as well as a longer-term plan: 'Towards 2040'. Included with this are project action plans which are tangible projects and actions focused on delivering the strategic outcomes.

Further detail on Strategic Directions can be found [here](#) using this link.

### STATEMENT OF BELIEF

The College Statement of Belief exists to demonstrate our core beliefs. All staff, Board members and parents are asked to confirm their "agreement" with it.

The College aims to provide children with an education of a general nature consistent with the teachings of Christianity, including religious instruction and education in the Holy Scriptures of the Old and New Testaments interpreted not inconsistently with the doctrinal basis of the Presbyterian Church of Victoria. That basis comprises the Westminster Confession of Faith read in the light of the Declaratory Statement of 1901.

The following doctrines are included in that doctrinal basis:

1. The unity of the Father, the Son and the Holy Spirit in the Godhead.
2. The sovereignty of God in creation, revelation, redemption and final judgement.
3. The divine inspiration and infallibility of Holy Scripture as originally given, and its supreme authority in all matters of faith and conduct. In accepting the authority of the Holy Scripture, and secondly, the authority of the Westminster Confession of Faith (24.1) we believe that marriage, and therefore sexual intimacy, is to be between one man and one woman (See e.g. Gen 2:24; Ex 20:14; Matt 19:5, 6). As such, we live by the principle that sex should occur only within a monogamous marriage, with abstinence from pre-marital sex, extra marital sex, de-facto 'marriage' and homosexual relationships.
4. The two distinct, complementary genders (sexes) of male and female together reflect the image and nature of God (Genesis 1:26-27). The Bible ties gender identity to biological sex (Genesis 1:27; Genesis 2:22-24) and does not make a distinction between the two. God's intended best for humankind is that we live our lives in accordance with our biological sex. According to Scripture, our gender identity is to align with our biological sex, as designed by God. The determination of biological sex commences in the womb and is recognised at birth (Genesis 1:27; Genesis 5:1-2; Psalm 139:13-14; Mark 10:6). We therefore acknowledge the biological sex of a person as recognised at birth and require practices consistent with that sex.
5. The universal sinfulness and guilt of human nature since the fall, rendering mankind subject to God's wrath and condemnation.



6. The full deity of the Lord Jesus Christ, the incarnate Son of God; his virgin birth and his real and sinless humanity; his death on the cross, his bodily resurrection and his present reign in heaven and earth.
7. Redemption from the guilt, penalty and power of sin only through the sacrificial death once and for all time of our representative and substitute, Jesus Christ, the only mediator between God and mankind.
8. Justification as God's act of undeserved mercy, in which the sinner is pardoned all their sins, and accepted as righteous in God's sight, only because of the righteousness of Christ imputed to them, this justification being received by faith alone.
9. The need for the Holy Spirit to make the work of Christ effective to the individual sinner, granting repentance toward God and faith in Jesus Christ.
10. The indwelling of the Holy Spirit in all those thus regenerated, producing in them an increasing likeness to Christ in character and behaviour, and empowering them for their witness in the world.
11. The only holy universal Church, which is the Body of Christ, and to which all true believers belong.
12. The future personal return of the Lord Jesus Christ, who will judge all mankind, executing God's just condemnation on the impenitent and receiving the redeemed to eternal glory.

## DEMOCRATIC STATEMENT

The College Board affirms the ongoing commitment of the College to adhere to the following democratic principles:

- elected government
- the rule of law
- equal rights for all before the law
- freedom of religion
- freedom of speech and association
- the values of openness and tolerance

These principles are expounded within the College community through their application in College policies and procedures.

## COLLEGE CONSTITUTION

The Presbyterian School of St Andrew Ltd. (College legal name) is a company limited by guarantee. It is governed by a constitution which was drawn up when the College was first established, and then updated in October 2022.

A copy can be found [here](#) using this link.

The Constitution mainly focuses on the appointment and duties of the Board. The expectation is that all other operational and strategic decisions regarding the College will be taken by the Board or through their delegates, the staff of the College.

In practice, the Board limits itself to strategic decision making and governance, with all operational decisions being delegated to the Principal and the senior staff. This makes the appointment and performance management of the Principal a key responsibility of the Board.



The Board have developed a number of policies ([found here](#)) to assist in fulfilling their governance obligations and to provide a framework for how they operate. All these policies are subject to, and flow from, the Constitution

## COLLEGE BOARD - STRUCTURE

The Board comprises of up to 12 members, all of whom are appointed by the General Assembly of the Presbyterian Church of Victoria (PCV).

Nominations to the Board can come from 3 places:

- Up to 4 directors may be nominated by the PCV Presbytery of Maroondah
- Up to 4 directors may be nominated by the Board itself; and
- Up to 4 directors may be nominated by parents in a general meeting

A term is 3 years, running from 1<sup>st</sup> January through to 31<sup>st</sup> December unless there is a casual vacancy to be filled. Board members are eligible for renomination at the end of each term.

The Principal and the Business Manager attend all meetings however they are not members of the Board.

Board members cannot be employees of the College.

## COLLEGE BOARD - RESPONSIBILITIES

As the governing body of the College, the Board's primary role is to establish vision and strategic direction of the College and appoint the Principal. The Board must also ensure compliance with legal obligations, monitor adherence to systems of risk management, assist in reviewing and approving expansion and growth of the College, and undertake periodic performance reviews. The Board reviews, approves and monitors the College's finances and budget.

Members of the Board act in a voluntary capacity, however their responsibilities are the same as if they were being paid.

Under both State and Federal law, Directors are required to:

- act in good faith, in the best interests of the College and for a proper purpose;
- exercise care, skill and diligence;
- avoid conflicts between the interests of the College and your personal interests;
- prevent the College trading whilst insolvent (i.e. while it is unable to pay its debts as and when they fall due).

Board members are invited to, and encouraged to, attend various College events such as special assemblies, Presentation Evenings, Open Days etc.



## ELIGIBILITY

A person is eligible to become a Director if they:

- are over 18 years of age,
- consent in writing to become a Director,
- are not an employee of the College
- sign the Statement of Belief as adopted by the Board
- are not prohibited, disqualified or otherwise prevented from being a Director under the Corporations Act or other relevant laws.

All candidates must also consent to:

- Obtaining a Director Id number
- Obtaining a Working with Children Check (Volunteer) WWCC with the College nominated
- Signing a Declaration of Good Character
- Annual compliance declaration with College Policies

Candidates need to be willing to:

- Engage fully in Board activities/meetings and discussions
- Undertake ongoing training

## SUPPORT

The Board and the College will support all board members with ongoing training, mentoring, support and prayer. The Board seeks an atmosphere of open, honest and frank discussion with the intent of obtaining consensus in its decision making.

There are many formal training courses available through various bodies which are available to board members either individually or collectively. These bodies include Christian Schools Australia (CSA), Independent Schools Victoria (ISV), Institute of Community Directors, ACNC, as well as a number of legal and accounting firms and government bodies. The Board secretary can provide you with contact details for these.

Board members are invited to attend a half day at the College at the beginning of each school year – An Advance Day – an opportunity to meet with staff and be introduced to some of the specific plans and the theme for the year.

## APPLICATION PROCESS

For Parent or Board nominees:

- A completed application form ([found here](#)) is required and must be signed by 2 associates or members (directors), depending on which body is the nominator.
- Board nominees should also expect an interview by 2 current Board members.

All candidates, once successfully nominated, will be asked to have an interview with members of the Presbyterian Church of Victoria (PCV).



The PCV, whose approval of all appointments to the school board is a mandatory requirement per the Constitution, will then advise the Board and the candidate of their decision in relation to each candidate's application.

Induction of new members follows a formal process designed to orientate new board members to both the College and the Board.

*June 2025*