



**MALEK FAHD  
ISLAMIC SCHOOL**

**KNOWLEDGE  
IS LIGHT**

**Teacher Aide  
Hoxton Park Campus – Part-time**

**This is a temporary 3 day per week role commencing 28/4/25 until 11/12/25**

**About the School:**

Malek Fahd Islamic School Ltd (MFIS) is a growing Kindergarten to Year 12 Muslim School with more than 3000 students across three locations with four campuses.

**Our Vision:**

The leading school for Islamic education in Australia.

**Our Mission:**

Empower every learner to achieve their full potential through an Islamic education.

As members of the MFIS community, staff will foster an environment that nurtures God-consciousness (taqwa). We embody the Islamic values of honour, humility, self-respect and dignity. At MFIS, we align with the religious consensus (ijma') that is established in the Quran, the teachings of the Prophet Muhammad (peace be upon him) and Sunni scholarly tradition spanning fourteen centuries.

**View our Statement of Faith here: <https://www.mfis.nsw.edu.au/philosophy/>**

**About the Role:**

The Teacher Aide plays an essential role in supporting secondary classroom activities and assisting students in their learning journey. This dynamic and hands-on role involves providing support to the teaching staff across a variety of subjects and year levels, assisting with lesson preparation, student engagement, and ensuring a positive and productive learning environment.

Key responsibilities include:

- Assisting teachers with classroom activities, lesson preparation, and resource development.
- Supporting individual students and small groups, including those with special educational needs.
- Supervising students during classroom activities, ensuring they are engaged and focused.
- Helping with the setup and maintenance of classroom materials and resources.
- Providing general administrative support, including marking and record-keeping.
- Assisting with extracurricular activities and events as needed.
- Collaborating with teaching staff to create an inclusive and supportive learning environment.

**About You:**

- A strong communicator with the ability to engage and support students.
- Enthusiastic about assisting with a variety of classroom tasks and activities.
- Able to work effectively in a team and independently when required.
- Experience working with children or in a school setting is highly desirable, but not essential.
- Patience and a positive attitude in assisting students of all abilities.

This is a rewarding opportunity for those looking to make a positive impact on students' learning experiences while gaining valuable experience in a school setting.



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### **Benefits of Working at MFIS**

MFIS is an employer that promotes staff excellence and offers a range of additional benefits, including:

- A competitive salary
- Access to salary packaging options to maximise employee benefits and salary
- Travel allowance may be offered, subject to criteria
- Access to onsite parking
- Access to Employee assistance program
- Wellbeing programs and initiatives
- Opportunities for professional development and growth
- Supportive and collaborative team environment
- Fantastic opportunity to gain experience in a highly regarded independent school

### **The Application Process**

When preparing your application for our consideration, please include:

- A covering letter addressed to the Principal
- Your Curriculum Vitae (CV) with telephone contact details of three supporting referees
- Current WWCC and expiry date
- Qualifications

Applications close 4 April 2025 and should be addressed to:

Dr Zachariah Matthews  
Principal  
Malek Fahd Islamic School  
T: (02) 8732 7800  
E: [HR@mfis.nsw.edu.au](mailto:HR@mfis.nsw.edu.au)

*MFIS is committed to the safety, protection and wellbeing of all our students. All prospective staff are required to be suitable and committed to protecting students from abuse or harm in the school environment. Staff are expected to satisfy child protection screening and adhere to the School's Child Protection Policy and Code of Conduct.*