

# Darling Downs South West Region

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## Process for all Teacher Applicants within the Darling Downs South West Region

The following information is provided for applicants for employment as a teacher in a Queensland state school who are:

- Genuinely interested in working in Queensland state schools
- residing in the Darling Downs South West Region; or
- Currently undertaking an internship or final professional experience within the Darling Downs South West Region; or
- Currently teaching in a school within the Darling Downs South West Region; or
- Seeking to undertake a reassessment of their suitability ranking within the Darling Downs South West Region.

A suitability ranking is an administrative tool used by the department to identify an applicant's suitability for employment in Queensland state schools. Interview and assessment panels are formed at the discretion of each regional office in consultation with schools and in response to the number of vacancies together with the number of applicants requiring interviews across the school year. The state-wide assessment process undertaken by each panel will be the same regardless of how, when and where the panel is formed.

Important information for teacher employment process is outlined in the [Guide to Teaching in Queensland State Schools](#) available from the website at [www.teach.qld.gov.au](http://www.teach.qld.gov.au)

## Information about the Darling Downs South West Region

The Darling Downs South West Region consists of 210 primary, secondary and special schools. Maps and locations of the schools can be accessed at <http://education.qld.gov.au/schools/maps>

Further information about schools within the region, including links to their websites, can be accessed through the schools directory at <http://education.qld.gov.au/directory/phone/index.html>

### Regional office

Darling Downs South West Regional Office  
All Teacher Assessments Tel: (07) 4616 9111  
Email: [DarlingdownsTeach@deta.qld.gov.au](mailto:DarlingdownsTeach@deta.qld.gov.au)

## Information for Graduate Applicants

Complete an application for Teacher Employment. <http://education.qld.gov.au/hr/recruitment/teaching/pdfs/applicationteacheremployment.pdf>

Once an Application for Teacher Employment form has been received by the Teacher Applicant Centre (TAC), they will advise the DDSW Region of applicants who are completing their final professional experience or internship in a state or non-state school, and who either reside within

regional boundaries or have requested that their assessment be completed within the DDSW Region. The regional office will then email these applicants with information about their upcoming interview.

## Information for General Applicants

Following the submission of their Application for Teacher Employment form to the Teacher Applicant Centre, general applicants will be advised by email on the interview process.

General applicants who are currently undertaking temporary (contract) or casual (relief) employment in a state school within the Darling Downs South West Region should contact their school administration to negotiate a time and date for an interview. The school will notify applicants of where and when the interview will be conducted. Professional Folios must be submitted to the school at least one week prior to the scheduled interview.

All other general applicants within the Darling Downs South West region should contact Regional Office via [DarlingdownsTeach@deta.qld.gov.au](mailto:DarlingdownsTeach@deta.qld.gov.au) to negotiate a time and date for an interview.

## Applicants seeking Reassessment

Reassessment of a suitability ranking may be initiated by an individual applicant in the situation where they have performed a total of 100 days of temporary employment and/or casual teaching since their last assessment.

Teachers who wish to apply for a reassessment and are working in the Darling Downs South West Region must submit a request for reassessment in writing to the Regional Human Resource Manager in the region in which they are working.

The Regional Human Resource Manager or delegate is responsible for determining whether the request contains sufficient grounds for a reassessment. Applicants will be advised of the outcome of a request for reassessment.

Information about the reassessment process is provided in the [Guide to Teaching in Queensland State Schools](#).

For further information about teaching in Queensland state schools, visit our Make a difference. Teach website at [www.teach.qld.gov.au](http://www.teach.qld.gov.au)

