

## **ASSISTANT PRINCIPAL**

**(Shared role)**

Full-Time

Ongoing

### **Position Details:**

Our Lady of Lourdes is a single stream, co-educational Catholic Primary School catering for students in Kindergarten to Year 6. We are seeking a dedicated, passionate and committed Assistant Principal with a strong skill set and passion for teacher development. Teaching load for the Assistant Principal is 0.6 FTE. For more details about our school please visit our school website: [www.ololdard.wa.edu.au](http://www.ololdard.wa.edu.au)

### **Selection Criteria:**

The role of Assistant Principal will be shared with a range of responsibilities in supporting the Principal in the domains of leadership in a Catholic School - Catholic Identity, Education, Community and Stewardship.

Successful applicants will be able to clearly demonstrate:

- The energy to build teams, building a Catholic school community and a willingness to facilitate student and community engagement based on the school's values
- An ability to work collaboratively with the Parish to lead Sacramental programs and promote the area of Religious Education
- Be supportive of the Principal and work collaboratively and effectively as part of a leadership team
- Highly accomplished classroom skills with knowledge of high impact instructional strategies
- The ability to engage in reflective dialogue with colleagues through observations of instruction, student work and assessment data
- The ability to facilitate the collection of data analysis at a student, classroom and whole school level with the ability to lead staff in the interpretation of such data
- The ability to forward plan and co-construct documents such as Curriculum Plan, Annual School Improvement Plan and Strategic Plans
- The ability to lead professional learning communities maintaining focus on school goals and priorities
- Experience and knowledge of the implementation of the Western Australian Curriculum and integration and use of the SCSA judging standards
- Knowledge of industry accountability processes such as EYLF, QIP & NQS
- The confidence and agile leadership required for leading school change in system initiatives such as LEADing Lights

### **Qualifications Required:**

- 4 year trained
- Be an active member of the Catholic Church (please include Parish Priest Reference)
- Be free from any impediment to be fully accepted by the Church
- Be able to demonstrate a successful record of teaching and administrative experience
- Be able to demonstrate appropriate competencies in the leadership domains of Catholic Identity, Education, Community and Stewardship within the school environment
- Demonstrate a high level of interpersonal skills

- Have completed Accreditation for Leadership of the Religious Education Learning Area
- Have a minimum of seven years relevant educational experience

Applicants must submit a cover letter and curriculum vitae, addressed to the Principal, including the names and contact numbers of three referees, one of whom must be the current employer and a Parish Priest. Applicants must have a current registration as a teacher with the Teacher Registration Board of WA (TRBWA) to be eligible for appointment. Information is available from the TRBWA website.

Catholic Education Western Australia encourages applications from Aboriginal and Torres Strait Islander people, people with a disability, people of all ages and people from culturally diverse backgrounds. To be eligible to apply for this role you must be legally permitted to work in Australia.

Applicants must be fully supportive of the objectives and ethos of Catholic education.

On appointment, successful applicants will require a Working with Children Check. Application forms are available at certain Australia Post Outlets throughout the State. A list of participating Australia Post outlets can be found on the Australia Post website. An application for a WWC must be made in person.

Closing date: 9 July 2018

Email: [dardanup.admin@cewa.edu.au](mailto:dardanup.admin@cewa.edu.au)