



## **Immaculate Heart College**

### **PRINCIPAL**

**Type:** Full-Time

Applications are invited from suitably qualified and experienced Catholic Educators for the position of principal at: Immaculate Heart College, Lower Chittering WA.

**Term:** Three years, dependant on the outcome of a successful appraisal.

**Position details:**

Immaculate Heart College is seeking a practicing Catholic who is a motivated, professional and passionate leader. The successful candidate must have a strong desire to improve the learning outcomes for all students, have excellent managerial skills and have a sound knowledge of primary and secondary curriculum.

The principal will:

- provide educational leadership in the College and the community by helping develop and promote the College values, ethos and priorities, especially its spirituality and encourage staff, volunteers from the community and others to share ownership of the College's vision and goals;
- facilitate workforce effectiveness in leading and motivating staff in planning, directed at improving outcomes for students and the level of service delivered by the College;
- use professional knowledge and understanding to promote teaching and learning within the College community, fostering development of a responsive and inclusive college-based curriculum;
- provide strategic direction for staff, and model and promote a culture of improvement of professional performance, knowledge of the faith, and providing coaching and mentoring where appropriate;
- manage staff, student wellbeing and timetabling;
- be a positive role model in the practices and beliefs of the Catholic faith.

Applicants should ensure that their application includes a brief covering letter outlining their suitability for the role.

**Selection Criteria**

**The successful candidate should demonstrate:**

- Leadership experience in a K-12 school setting
- Proven secondary teaching experience
- Skills in supporting and coaching staff as an instructional leader both academically and spiritually
- Excellent interpersonal skills and a high level of emotional intelligence
- Strong organisational and written communication skills
- The ability to be flexible and adaptable, and to work in a team-focussed environment
- Possess a high level of initiative and innovation
- A mindset focussed on professional growth and personal development
- Positive and enthusiastic qualities, leading by example

## **Outcomes Criteria**

The following selection criteria are identified as being required to achieve the outcomes in the context of this position. Applicants will need to provide evidence of their capacity to transfer their knowledge and skills to achieving the outcomes of this position.

1. Demonstrated capacity to provide effective leadership in a diverse range of educational settings.
2. High level of interpersonal and public relations skills that demonstrate the ability to establish and maintain effective working relationships to achieve planned outcomes.
3. Demonstrated capacity to manage staff, physical and financial resources.
4. Attach four referees plus one from their Parish Priest.

Applicants must have current registration as a teacher with the Teacher Registration Board of WA (TRBWA) and a current Working with Children Check.

### ***All applications and enquiries to***

**Contact Person:** Mrs Doris Anastasiades (Board Member)

**Ph:** (0432514329)

**Email:** [marydoris@westnet.com.au](mailto:marydoris@westnet.com.au)

**Close Date:** 4 February 2022