

## Role Description

# Principal, Head of School, Head of Campus

### Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.	<b>24215</b>	Content Manager No.	<b>19/704364</b>
Work Unit	<b>Nominated School Nominated Region Early Childhood and State Schools Division</b>		
Location	<b>Various locations throughout the State</b>		
Classification	<b>Stream 3, Level 1 to 2, Teaching in State Education Award – State 2016</b>		
Job Type	<b>Permanent / Temporary / Full-time / Part-time Temporary period until XXXX unless otherwise determined</b>		
Salary Range	<b>per annum</b> Salary is reflective of full-time employment (1.0FTE) <i>Plus superannuation contributions of up to 12.75% of your annual salary.</i>		

### Your employer

The Department of Education (DoE) is committed to delivering responsive services focused on equity and excellence to Queenslanders and their communities. We promote equity and excellence by our commitment to respect, protect and promote human rights. Our objectives are: a strong start for all children, every student realising their potential, fair and safe workplaces and communities, capable people delivering our vision. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at [www.qed.qld.gov.au](http://www.qed.qld.gov.au)

### Your opportunity

As the Principal/Head of School/Head of Campus you will:

- Deliver the vision of the department
- Improve the educational outcomes of students in their schools
- Develop the quality of teaching and learning
- Nurture positive relationships between students, teachers, the community and stakeholders.

The Principal/Head of School/Head of Campus reports to the School Supervisor.

### Your role

You will have responsibility for leading the following activities and delivery of the following key tasks:

- Lead the school community to develop, articulate and commit to a shared educational vision focussed on providing quality learning outcomes for all students.
- Uphold the principalship as a values based, ethical and moral activity.
- Embed socially just practices in daily school life.
- Set high standards for student and staff performance.
- Active participants in life long learning and ongoing professional development.
- Form partnerships with parents, other government agencies, community groups, industry and business.
- Futures oriented and strategic.

- Understand the legislation and policies that impact on schooling.
- Manage resources to achieve goals.

**A mandatory requirement of this role is:**

- Current full registration, or current provisional registration with eligibility for full registration, as a teacher in Queensland. Information on registration requirements is available at [www.qct.edu.au](http://www.qct.edu.au) or on toll free 1300 720 944.

**How you will be assessed**

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Within the context of the role described above, the ideal applicant will be someone who has the following key capabilities:

1. Demonstrated leadership of a curriculum, teaching and learning environment, leading to the achievement of quality learning outcomes for all students.
2. Demonstrated strong interpersonal skills and the capacity to develop and sustain productive relationships within and beyond the school community.
3. Capacity to use strategic thinking and analytical skills to influence the educational agenda for state schooling.
4. Capacity to manage effectively human, financial and physical resources to deliver high quality organisational outcomes.
5. Capacity to develop and maintain an organisational culture based on ethical professional and personal behaviours and corporate values.

Please note: The final criteria will be addressed through referee checks and elaborated on at interview; do not write to this in your written application.

**Additional information**

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- This role description works in conjunction with the Candidate Information Package.
- For further information regarding applying for teaching positions, refer to the Department of Education's teacher employment information at <https://teach.qld.gov.au/apply-to-teach/submit-your-application>