



Sacred Heart Girls' College

INFORMATION FOR APPLICANTS

OUR VISION

"Sacred Heart Girls' College is a school within the Catholic ethos, educating young women for life, and always striving upwards for excellence in learning and growth of faith. We are committed to providing an environment which enables the development of strong, articulate women, faithful to Gospel values, with respect for themselves and compassion for others - discerning, confident, prepared and willing to embrace life's challenges"

**Deputy Principal
Learning and Teaching**

DEPUTY PRINCIPAL LEARNING AND TEACHING

ABOUT THE COLLEGE

Sacred Heart Girls' College was established by the Sisters of Our Lady of the Missions (RNDM) in 1957. While the sisters no longer administer the College, their spirit and influence remain in both the spiritual and academic life of the school. Sacred Heart Girls' College successfully integrates the aim of academic excellence with personal development and Christian leadership. It provides a happy, supportive and disciplined environment conducive to the achievement of individual success in learning and the fostering of confident, responsible young women. The community of approximately 1000 students and 100 specialist staff is one where gospel values are not only taught but lived. The emphasis is on respect for others, for the environment and an awareness of our social responsibility.

COLLEGE LEADERSHIP TEAM

The Principal works closely with the College Leadership Team in providing visionary and exemplary leadership to the whole school community. The College Leadership Team has significant responsibilities in the development and implementation of the strategic direction of the College.

The College Leadership Team consists of:

- Principal
- First Assistant Principal – Human Resources and Staff Wellbeing
- Deputy Principal - Learning and Teaching
- Deputy Principal - Student Wellbeing
- Director of College Organisation
- Business Manager
- Staff Member

SELECTION CRITERIA

The successful applicant will demonstrate:

1. An understanding of and commitment to the philosophy and ethos of the Catholic School.
2. An understanding of the issues specific to girls' education.
3. Exemplary educational leadership which draws on research, theory and practice; resulting in professional learning for teachers which builds on existing knowledge, skills and expertise.
4. An ability to monitor and assess student learning data at the individual, cohort and whole school level and use this to inform teaching for improved student learning.
5. An ability to establish, maintain and continuously improve a dynamic, engaging and challenging educational environment that fosters staff and student wellbeing.
6. An ability to initiate, facilitate, lead, review and evaluate change processes.
7. Capacity as an expert teacher with an ability to foster high impact teacher practices which are evidenced based.
8. Sound knowledge of requirements for teachers such as: Victorian Curriculum, Child Safety, AITSL Teacher Standards and Catholic Education Melbourne (CEM) curriculum initiatives.
9. Highly developed organisational, administrative, interpersonal and communication skills.
10. Appropriate teaching qualifications and experience including attainment of, or working towards, a post-graduate qualification in Educational Leadership, Student Wellbeing, Curriculum and/or Religious Education.

DEPUTY PRINCIPAL LEARNING AND TEACHING

TERMS AND CONDITIONS OF APPOINTMENT

The Deputy Principal Learning and Teaching is appointed by the Principal for a period of three years. A performance appraisal will be undertaken mid-way through the term of appointment.

As a member of the College Leadership Team, the Deputy Principal Learning and Teaching will be involved in some College and community activities that occur outside regular school hours and term times. These will be negotiated with the successful applicant.

Remuneration will be in line with levels for a Deputy Principal Category B position as seen in the Victorian Catholic Education Multi Enterprise Agreement 2013. The level will be commensurate with the qualifications and experience of the successful candidate.

APPLICATION PROCEDURE

An outline of the process, including a timeline, can be found on the College website.

Applicants are asked to:

1. Provide a covering letter outlining reasons for your interest in the position.
2. Complete the relevant application form available on the College website.
3. Address each of the ten selection criteria.
4. Provide a current *Curriculum Vitae*, including the names and contact details of three referees, one of whom should be your current employer.

Applications should be marked **CONFIDENTIAL** and forwarded to:

Mr Christopher Dalton
Principal
Sacred Heart Girls' College
PO Box 228
OAKLIEGH VIC 3166

Or via email: principal@shgc.vic.edu.au

APPLICATIONS CLOSE: Wednesday 8 August 2018