



CHARLENE SECONDARY SCHOOL

Kirwala -Kiryandongo district. 5 km off Kampala- Gulu highway

P.O. BOX 131 Bweyale

email: info@charlene.school Website: www.charlene.school

Tel: 076 540 1475 Tel: 074 995 8256 WhatsApp: 074 349 4723

VACANCY ANNOUNCEMENT HEAD TEACHER

Charlene Secondary School, a large day and boarding secondary school Kiryandongo invites applications from **experienced, principled, education leaders** for the position of **Head Teacher**.

The school is entering a **critical renewal and growth phase**. It is expanding its **vocational curriculum**, strengthening a broad range of **co-curricular talent development programmes**, and preparing to introduce **A-Level education**. Following a period of mismanagement and recent industrial unrest Board of Governors seeks a Head Teacher with the vision, authority, and integrity to **restore stability, and lead academic excellence**.

Key Responsibilities

The Head Teacher will:

- Provide strong, visible, and ethical leadership to restore calm, discipline, and stability.
- Redefine and embed the school's **ethos and values**, inspired by *Charlene's Story*.
- Strengthen academic performance through effective supervision of teaching and learning.
- Prepare the school for the **introduction of A-Level programmes**.
- Oversee the expansion and quality assurance of **vocational and skills-based programmes**.
- Promote excellence in **co-curricular and talent development activities**.

Qualifications and Experience

Essential

- Bachelor of Education Degree
- Masters in Education Administration and Management
- A minimum of five years experience as Head Teacher

Desirable

- A proven record of improving academic standards and enforcing student discipline
- Experience managing large day and boarding schools
- Experience in school turnaround, crisis recovery
- Experience establishing A-Level
- Experience establishing Vocational programmes

Personal Attributes

The successful candidate must be:

- A person of **high integrity and moral authority**.
- Firm, fair, and consistent in enforcing discipline.
- Passionate about academic excellence and character formation.
- An effective communicator and relationship builder.
- Visionary, yet detail-oriented and operationally strong.

Safeguarding Commitment

Charlene Secondary School is committed to safeguarding and promoting the welfare of children. The successful candidate will be required to demonstrate a strong commitment to child protection and undergo appropriate background checks.

Contract Terms

- Full-time appointment
- Performance-based contract renewable based on results
- Accommodation Available
- Remuneration package commensurate with responsibility and experience.

To Apply:

- Complete the attached application form
- Scan and email to info@charlene.school
or
- Deliver to The Bursar's Office. Charlene Secondary School
by **5pm Tuesday 30th December 2026**