

Position Description



Education
Public Schools

Division	Educational Services Division
Directorate	Learning & Teaching
Business Unit	Secondary Education
Position Number	172645
Title	Saturday School of Community Languages Principal
Classification	Principal Secondary - Admin 2
Brief Role Statement	Leading the Saturday School of Community Languages (SSCL) and staff in the effective implementation of programs to achieve positive student learning outcomes in community languages.
Statement of Duties	<ul style="list-style-type: none"> • Leading the SSCL including management of the centres to achieve positive learning outcomes for students. • Promoting the efficiency and effectiveness of the SSCL through the identification and development of appropriate policies, processes and procedures. • Providing educational languages leadership to SSCL staff to ensure Public Schools NSW teaching and learning policy priorities are met. • Managing staff to design and produce innovative and high quality teaching and learning services for the range of SSCL students. • Liaising with staff and officers at all levels of Public Schools NSW to ensure effective delivery of learning programs. • Building and developing effective teams across various locations and leading sustainable change for the achievement of improved objectives and priorities. • Leading whole school collaborative planning and manage resources for effective teaching and learning. • Providing high-level strategic policy advice on the provision of community languages programs through the SSCL.
Selection Criteria	<ul style="list-style-type: none"> • Tertiary qualifications and extensive current educational leadership experience • Demonstrated understanding of the professional standards and accreditation processes and capacity to manage systems supporting accreditation processes • Demonstrated superior oral and written communication and interpersonal skills and the capacity to apply these to a wide range of reports, submissions and strategic planning • Extensive knowledge and understanding of curriculum, professional practice, policies, legislation, initiatives and current research in education at state, national and international levels • High level management skills and experience, including leadership, people and resource management skills and the capacity to develop staff through the implementation of the Professional Development Framework • Superior analytical, planning, and conceptual skills, combined with innovative and

	<p>creative problem solving skills for the provision of expert advice and the development of innovative solutions and strategies</p> <ul style="list-style-type: none">• Demonstrated successful leadership of change management processes to achieve organisational goals, objectives and priorities• Proven ability to initiate, research, develop and use performance information to design strategic plans, monitor and report on practices to drive improvement• Capacity to lead staff in implementing the Department's Aboriginal Education and Training policies to ensure quality outcomes for Aboriginal people
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