

SENIOR Leadership Team

Position Description: **Deputy Principal**

Our Vision and Mission

'I have come that they may have life, and have it in abundance' (John 10:10)

**Ignite the Passion: inspiring young women to change the world
– me aro ki te hā o Hineahuone!**

Our Mission is to encounter the compassionate Heart of Jesus through his example in the Gospels. The expression of our Catholic Character is deeply connected to the virtues of **Faith, Hope and Justice** and our Charism comes from the Sisters of Our Lady of the Missions envisioned through their founder, Euphrasie Barbier. We express this through **Communion, Contemplation and Mission**, and action it when we use our **Head, Heart and Hands** ... 'She is clothed with strength and dignity, and she laughs without fear of the future. When she speaks, her words are wise, and she gives instructions with kindness' (Proverbs 31:25-26).

'Take heed the strength and dignity of women'

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| DEPUTY PRINCIPAL | |
| LEADERSHIP Aligned to SHGC Senior Leadership Person Specification | CULTURE of FAITH, HOPE, JUSTICE <ul style="list-style-type: none">● GUARDIAN of our Catholic Character, Vision and Mission CULTURE of CARE <ul style="list-style-type: none">● ADVOCATE of the principles of hauora aligned to our Catholic Character virtues and values CULTURE of LEARNING <ul style="list-style-type: none">● ADVOCATE of an innovative and visionary place of learning aligned to beliefs about learning and the principles of Ako CULTURE of TEACHING <ul style="list-style-type: none">● ADVOCATE of innovative and effective pedagogy aligned to beliefs about learning and principles of Ako CULTURE of STRATEGIC ALIGNMENT <ul style="list-style-type: none">● ADVOCATE of a learner-centred, goal oriented, vision led leadership |

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| <p>MANAGEMENT Aligned to SHGC systems</p> | <p>Manage CHANGE</p> <ul style="list-style-type: none">• understand, plan, implement and communicate change <p>Manage PEOPLE</p> <ul style="list-style-type: none">• honour and protect the mana of our students and staff <p>Manage SYSTEMS</p> <ul style="list-style-type: none">• develop systems, policies and protocols aligned to principles <p>Manage TEACHING and LEARNING</p> <ul style="list-style-type: none">• raise expectations of all to ensure relentless improvement and success for all learners |
| <p>Mentoring and Coaching Aligned to SHGC Vision</p> | <p>COMPANION and NETWORK</p> <ul style="list-style-type: none">• foster a culture of positive collaboration, commitment, motivation and deep learning• network, broker and facilitate relationships that contribute towards achieving our goals• build capacity for leadership• coach staff in the use of tools: PB4L, RP, BLP and RBL• Lead and coach professional learning and growth as required |

Employment Details:

Full time teaching position. Permanent.

Management Units - 6
Senior Management Allowance - 1

Deputy Principals are assigned at least 1 curriculum class and may be CCM Companions.

Signed: _____ **Principal**

_____ **Deputy Principal**

Date _____

Special Conditions:

Education is an ever-changing environment and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their mahi. Whilst every effort has been made to explain the main duties and accountabilities of the post, each individual task undertaken may not be identified.

This role description may be reviewed annually during the professional growth process, and may be varied in light of the needs of national or local curriculum developments and learning priorities.

PERSON SPECIFICATION Senior Leadership Positions

In addition to the Registered Teacher Criteria, these are the personal attributes that we are seeking from any teacher at Sacred Heart Girls' College, Hamilton, who seeks to hold a leadership position within our Learning Community. **We expect Senior Leaders to be:**



- committed and actively supportive of the College's Catholic Character and Charism.
- dedicated to the College Vision and its strategic direction and willing to engage with formal accreditation and qualification relevant to teaching in a Catholic school.
- passionate about their practice, placing the learning outcomes and wellbeing of all students as their priority.
- responsive classroom practitioners who promote and give effect to the New Zealand curriculum, essential skills, competencies and dispositions for learning.
- creative thinkers, problem-solvers and effective collaborators and communicators.
- able to demonstrate professional and educational leadership in their areas of expertise and willing to take considered risks.
- motivated to initiate and sustain effective and respectful learning relationships with students, staff, whānau and the wider community.
- adept at restorative practices to enhance relationships and communications.
- competent users of appropriate technology and e-Learning tools.
- willing to develop further leadership and coaching expertise.
- capable of leading and coaching staff and providing leadership that invites collaboration, teamwork and the development of collegial relationships.
- effective communicators and able to work as part of a team.
- dedicated to ongoing professional growth, of themselves and their team, with specific emphasis on professional learning that improves pedagogical practice.
- keen to present to and lead staff in professional learning.
- prepared to contribute to the co-curricular life of the school where needed.
- enthusiastic and comfortable in an environment of ongoing change, innovation, reflection and professional enquiry.
- role models of positive personal and professional well-being.