

**Ignite the passion: inspiring young women to change the world**  
**- me aro ki te hā o Hineahuone**

**Middle Leadership Team**

Role description: **Leader of Learning:**

Our aspirational Teacher Profile:

**Whāia te iti kahurangi ki te tūohu koe me he maunga teitei**

*Pursue that which is precious and do not be deterred by anything less than a lofty mountain.*

*Strive, set goals, persevere, set sights high, don't give up on them for anything.*

Teachers with **H.E.A.R.T.** are **H**ighly **E**ffective **A**nd **R**eflective **T**eachers.

Guided by our principles of Manaakitanga, Whanaungatanga and Whakamana, and the implications of giving effect to Te Tiriti o Waitangi, 'The Catholic Education of School-Age Children' and 'Our Code Our Standards', our teachers are highly qualified professionals who role-model standards and behaviours we expect from our students and actively contribute to our culture of learning. **Drawing on pedagogically sound and ambitious innovations, teachers cultivate capacities for learning that our Young Women will need 'to change the world' through curriculum design. They function in networks and teams; pursue continuous professional learning as teachers; promote problem-solving and risk-taking; they trust the collaborative process; they are responsive to change and demonstrate a commitment to continual professional growth at Sacred Heart Girls' College.**

Learning Area	
<p style="text-align: center;"><b>LEADERSHIP</b> Aligned to SHGC Leadership Person Specification</p>	<p><b>Curriculum Knowledge &amp; Expertise</b></p> <ul style="list-style-type: none"><li>● Learning <b>ADVISER</b> for area</li><li>● Alignment with NZ Curriculum</li><li>● Skills, Competencies, BLP</li><li>● Learning progression</li></ul> <p><b>Curriculum Design &amp; Development</b></p> <ul style="list-style-type: none"><li>● Integrates Catholic Character and Te Ao Māori explicitly</li><li>● Aligns will ILE principles</li><li>● Agentic and personalised</li><li>● Agile/flexible/responsive</li></ul> <p><b>Curriculum Planning &amp; Evaluation</b></p> <ul style="list-style-type: none"><li>● Collaborative and connected</li><li>● Aligns will ILE practices</li><li>● Promotes effective pedagogy</li></ul> <p><b>Communication</b></p> <ul style="list-style-type: none"><li>● Dissemination of information:<ul style="list-style-type: none"><li>○ Vision, goals, plans</li></ul></li></ul>

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<p style="text-align: center;"><b>MANAGEMENT</b> Aligned to SHGC systems</p>	<p><b>Standardised Documentation</b></p> <ul style="list-style-type: none"> <li>● Learning Area structure, process and procedures</li> <li>● 3 - 5 year strategic plan aligned to SHGC goals and Kahui Ako focus areas</li> </ul> <p><b>Action Planning</b></p> <ul style="list-style-type: none"> <li>● Aligned to ILE principles, processes and practices</li> <li>● Explicit plans to achieve school goals and targets.</li> <li>● Assessment of/for learning</li> <li>● Moderation across all levels</li> <li>● On-going self-review</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>● As required to enable efficient functionality of the learning area and the school</li> </ul>
<p style="text-align: center;"><b>Mentoring and Coaching</b> Aligned to SHGC Vision</p>	<p><b>Team Leader/Companion</b></p> <ul style="list-style-type: none"> <li>● Cultivate and promote a positive learning climate</li> <li>● Model HHH expectations</li> <li>● Support and guide the team as effective practitioners</li> <li>● Support others to develop as leaders, educators and life-long, life-wide learners</li> <li>● Engage effectively with PB4L, RP, BLP and RBL</li> <li>● Lead and coach professional development through RBL</li> </ul>

**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 role, 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.**

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**PERSON SPECIFICATION**

**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 a Leadership Team to be:**

- committed and actively supportive of the College's Catholic Character and Charism.
- dedicated to the College Vision and its strategic direction.
- passionate about their practice, placing the learning outcomes and well-being of all students as their priority.
- strategic classroom practitioners who promote the essential skills, competencies and dispositions for learning.
- motivated to initiate and sustain effective and respectful learning relationships with students, staff, parents/whānau and the wider community.
- adept at restorative practices to enhance relationships and communications.
- 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 calculated risks.
- competent users of appropriate technology and e-Learning tools and/or willing and able to enhance these skills through further professional development.
- willing to develop further leadership and management expertise.
- capable of leading and motivating staff and providing leadership that invites collaboration, delegation, teamwork and the development of collegial relationships.
- effective communicators and able to work as part of a team.
- dedicated to ongoing professional development, with specific emphasis on professional learning that improves teaching and learning in the classroom.
- keen to present to and lead staff in professional learning.
- prepared to contribute to the co-curricular life of the school in an area of interest or where their contribution is needed.
- enthusiastic and comfortable in an environment of ongoing change, innovation, reflection and professional enquiry.