



Principal Advisor – Regional Learning Initiatives Schools

Position number	00047943
Agreement	School Education Act Employees' (Teachers and Administrators) General Agreement 2023 or as replaced
Classification	School Administrator – At Substantive Level
Reports to	Director of Education, Pilbara (EXDRED)
Direct reports	Ni

Context

The Schools Group develops overall strategic directions for promoting and developing Government schools. The group is responsible for:

- providing educational leadership to regions and schools
- leading responses to operational initiatives including exclusions, student safety, home schooling and Agricultural Education
- implementation of a new school information system across all public schools
- promoting excellence in teaching practice and learning outcomes
- developing and implementing operational policies to achieve outcomes
- setting directions for the delivery of services to schools.

Western Australian Department of Education has entered into an agreement with the Australian Government Department of Education, to develop and deliver the Scaling Up Success in Remote Schools Program. Through the Scaling up Success program, the Regional Learning Initiative will work to expand the Kimberley Schools Project to selected schools in the Goldfields, Midwest and Pilbara Education Regions.

The project has 2 key components:

- **Targeted teaching** – evidence-based teaching strategies, quality materials and frequent measurement of achievement.
- **Student and community engagement** – development with the community of extended learning programs and related initiatives. Support includes coaching and advice for school leaders and teachers around building and sustaining positive school-community partnerships.

The Principal Advisor, Regional Learning Initiatives works closely with the Project Principal, Regional Learning Initiatives to maintain relationships and connections between existing programs such as the Kimberley Schools Project, the Quality Teaching Strategy and Centres for Excellence.

The Principal Advisor, Regional Learning Initiatives is based in Karratha.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

- Provide educational leadership to schools and regional networks in the development and implementation of strategies which are informed by school, system data evidence and result in improved student achievement.
- Provide explicit support to school leaders to ensure whole-school planning targets improvement for identified student sub-groups.
- Facilitate the provision of informed performance feedback and identify relevant development and support options pertaining to leadership and school improvement.
- Collect, analyse and interpret quality data and contextual information as part of a highly responsive and targeted approach to improving individual, sub-group and year level student outcomes.
- Support school leaders to ensure explicit individual student planning results in positive and measurable impact where information indicates that students are not demonstrating expected or appropriate standards.
- Provide expert advice on the development and implementation of region-wide and whole-school approaches to improving outcomes for students.
- Engage in regional strategic planning with the Director of Education, network principals, school principals and regional office staff.
- Develop and deliver targeted professional development and coaching to school leaders to facilitate improved professional practice and self-reflection.
- Develop and facilitate a regional professional learning community focussing on building a leadership culture.
- Assist in the allocation of resources and support to schools.
- Evaluate the quality and effectiveness of regional programs and services, identify trends and develop appropriate strategies to support improvement.
- Establish and maintain effective working relationships and networks to ensure a high-level of service to schools.

Selection criteria

1. Demonstrated extensive skills and experience in providing effective educational leadership resulting in improved student outcomes.
2. Demonstrated highly developed written, verbal and interpersonal communication skills and the ability to provide targeted feedback and support.
3. Demonstrated highly developed knowledge and practice in strategic level planning.
4. Demonstrated extensive skills and experience in facilitating and supporting high-level collaboration to support leadership growth and development.
5. Demonstrated highly developed conceptual, analytical and strategy formulation skills, including the ability to provide innovative solutions to student data trends.

Eligibility and training requirements

Employees will be required to:

- hold a recognised qualification in teaching and be currently registered or eligible for registration to teach in Western Australia
- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of Education's Screening Unit prior to commencement of employment
- obtain or hold a current Working with Children Check

- obtain or hold a current C class license
- obtain or hold TLIC2025 - Operate 4WD Vehicle and RIIVEH305E - Operate and Maintain a 4WD Vehicle qualifications
- undertake extended overnight travel throughout the Region, including travel to remote school sites
- complete the Department's induction program within 3 months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within 6 months of appointment and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

Date 11 November 2025
Reference D26/0031860