

Deputy Director General, Student Achievement

Position number	00040504
Agreement	Public Sector CSA Agreement 2019 (or as replaced)
Classification	Special Division Band 2
Reports to	Director General (Special Division Band 1)
Direct reports	Executive Director, Statewide Services (EXDRED) Executive Director, Workforce (Class 3) Executive Assistant (Level 4)

Context

The Department of Education's strategic directions outline the commitment for every child, from Kindergarten to Year 12, to have access to high quality education underpinned by excellence in teaching and quality leadership. This is an education that meets the needs of the learner preparing them for their next step into the workforce or further education.

To be effective in this role you will use your expertise to lead system-wide reform and improvement. As a key member of the Department's Corporate Executive, you will contribute to the system's strategic directions and lead the establishment of integrated systems and processes dedicated to equitable and excellent outcomes for all students. As an effective communicator you will use your interpersonal skills to engage with schools, communities and external agencies in support of the Department's strategic goals.

Our Deputy Director General, Student Achievement, will lead the Student Achievement Group that focuses on promoting and developing excellence in teaching and leadership to enable outcomes for every student.

The Group achieves this by:

- Promoting, supporting and developing excellence in teaching practice and learning outcomes.
- Providing timely and comprehensive curriculum and student support services, including the school psychology service.
- Developing and implementing educational and workforce policies, practices and supporting systems to improve educational outcomes.
- Providing strategic and operational services to support the workforce and enhance employee engagement and development.
- Developing workforce strategies to support the delivery of the Department's strategic and operational objectives.

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

Key responsibilities

The Deputy Director General, Student Achievement is responsible for excellence in professional practice and educational leadership and has a key strategic role in advancing the agenda outlined in the Department's *Strategic Directions for Public Schools (2020-2024)* and through our *Building on Strength* Statement. The Group's operational strategies are aimed at continually improving the impact of teaching and school leadership on student achievement.

The Group will work with schools to ensure practice is evidence-based and responsive to the needs of students from Kindergarten to Year 12.

Another key focus of the position is to define, guide and drive the Department's people strategy across the organisation to optimise organisational performance and drive employee engagement, commitment and growth.

A critical aspect of the position is to oversee the provision of quality services, support and educational leadership for students with identified special needs.

The position also oversees significant services focused on supporting Principals, schools and students. This includes curriculum support, school psychology services, Aboriginal teaching and learning, early childhood, and other programs such as chaplaincy, school sports and vacation swimming classes.

The Deputy Director General will:

- Work as a member of the Corporate Executive to lead and advance the Department's strategic agenda.
- Enhance the alignment and delivery of support functions to improve teaching and learning practices in schools.
- Lead and support the enhancement of educational leadership.
- Manage high level contentious workforce issues and provide prompt resolution to educational, industrial, legal and political matters of significance.
- Build highly effective relationships within the organisation and with key external stakeholders.
- Drive effective strategies for the development of organisational capacity between Directorates and across the Department.

Excellence in Education, Teaching and Learning

- Provide leadership development initiatives that focus on increasing the quantity, quality and diversity of future leaders in school leadership roles and in all geographical locations, from rural and remote to metropolitan.
- Deliver targeted professional development for teachers and others to improve practice and student outcomes.
- Ensure the impact of development activities is evaluated and that findings are used to inform future strategic directions.

Workforce Planning, Management and Development

- Ensure the overall workforce management of the Department and provide strategic advice and direction to the Director General and the Corporate Executive.
- Lead the provision of a workforce management strategy to support the delivery of the Department's strategic and operational plans.
- Lead the development and implementation of contemporary human resource management policy and practices.
- Provide effective advice and guidance on complex strategic human resource management and people management issues.

- Provide leadership in the development and implementation of practices that build organisational capability, optimise organisational performance and drive innovation in a changing environment.
- Identify strategies to find future leaders in under-represented groups, including women, people with a disability and Aboriginal and Torres Strait Islander peoples, to achieve greater equality and improve diversity.

Leadership and Strategic Management

- Lead and oversee major projects of strategic significance for developing the Department's workforce.
- Manage the Group's resources to ensure appropriate outcomes are achieved within budget parameters.
- Contribute to the setting of strategic business direction, planning and the achievement of corporate goals as a member of the Corporate Executive.
- Lead cultural changes and practices, consistent with the Department's operating principles and values, that enhance the Department's customer focus and its ability to deliver agreed outcomes.
- Demonstrate leadership in the development of strategies to support an environment that encourages staff development and values individuals and their contributions.

Stakeholder Management

- Provide policy advice to the Minister, the Director General, other senior managers in the Department and key stakeholders.
- Respond to requests for Ministerial and other Government requirements as appropriate.
- Provide information on key policy and strategic matters to stakeholders, including the Western Australian Council of State School Organisations, universities, unions, professional associations, national bodies and industry groups.
- Develop, implement, manage and maintain partnerships and relationships with other government agencies, the community and across the Department to ensure the Group's strategic, operational and business requirements are met.
- Engage and develop partnerships with key stakeholders to address issues, advise on complex Commonwealth and State policy and help ensure the successful delivery of the Department's strategic educational objectives.
- Maintain and develop the Department's educational profile across the State and nationally.
- Represent the Department, and educational interests, at various interagency, community, State and national forums.

Accountability and Quality Assurance

- Contribute to the development and maintenance of the Department's accountability framework, ensuring policies and practices comply with and promote accountability for the delivery of services required by the State and Commonwealth.
- Develop and implement appropriate governance and quality assurance processes within work areas of the Department involved in providing education and workforce support and developmental services.

Selection criteria

Shapes and manages strategy

- Inspires a sense of purpose
- Focusses strategically
- Harnesses information and opportunities
- Shows judgement, intelligence and common sense

Achieves results

- Builds organisational skills and responsiveness
- Marshals professional expertise
- Steers and implements change and deals with uncertainty
- Delivers intended results
- Manages financial and physical resources in a constrained environment

Builds productive relationships

- Nurtures internal and external relationships
- Facilitates cooperation and partnerships
- Values individual differences and diversity
- Guides, coaches and develops people

Exemplifies personal integrity and self-awareness

- Demonstrates public service professionalism and probity
- Engages with risk and shows personal courage
- Commits to action
- Displays resilience
- Demonstrates self-awareness and a commitment to personal development

Communicates and influences effectively

- Communicates clearly
- Listens, understands and adapts to audience
- Negotiates persuasively

Eligibility and training requirements

Employees will be required to:

- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three 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 six months of appointment.

Certification

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

DIRECTOR GENERAL

Signature

M. Redgers

Date

- 7 AUG 2020