

RAMS Generated (top of page):

Agency Name	Department of Education
Division	Independent Public School – North Metro Education Region
Branch	School
Position Title	Associate Principal
Position Number	00017879
Classification & Award	Level 4, \$137,518 - \$146,256 per annum (SEA GA 2021)
School Logo (URL)	https://www.det.wa.edu.au/schoolsonline/display_image?schoolID=4171&type=SCH_LOGO

Manually Generated (body of advertisement):



Advertised Vacancy Number: IPS/DP773968

This is a permanent full-time position commencing Term 1, 2023

Mindarie Senior College (SC) is seeking an inspiring and innovative leader to join our leadership team in the position of Associate Principal.

As Associate Principal, you will work closely with the Principal, leadership team and executive team to provide educational leadership in the college and the community. You will have a key leadership role in teaching and learning and will be responsible for delivering strategies and targets outlined in the focus areas within the college's Business Plan. This will include further development and monitoring of our digital learning strategy, data analysis initiative, conferencing model, coaching strategy (including peer coaching) and instructional leadership program. The role also includes leadership of the Year 11 cohort.

Mindarie SC is a multi-award winning, state of the art educational facility for students in Years 11 and 12. It has sweeping ocean views and is located 39 kilometres from Perth on the northern coastal corridor. The college promotes a 'Young Adult Ethos' environment that encourages students to take ownership of their own learning.

Recognised as one of the first Independent Public Schools in WA, students at Mindarie SC are strongly engaged in all facets of their learning. By using a student-centred approach, our college demonstrates high levels of participation, achievement, and retention. This strong engagement of students in their learning has been achieved by providing learning and development experiences that are inclusive, suit a range of learning styles, maximise the utilisation of technology, and occur in a variety of situations both in and outside the classroom.

The successful applicant will be highly motivated, energetic and possess the qualities needed to bring people together, identify opportunities and establish new initiatives. You will ideally have effective communication, organisational and interpersonal skills, and the ability to develop and maintain positive partnerships and collaborate effectively with others. A focus on high quality teaching and building positive relationships in an inclusive learning environment that encourages students to take ownership of their own learning is critical to this leadership role, and as such, will be considered favourably. As the successful applicant, you should have the ability to communicate effectively and with diplomacy, modify your leadership behaviour to obtain the best outcomes from all, whilst modelling and promoting the college's vision and core values to develop a staff culture dedicated to the success of all students.

Mindarie Senior College is a purpose built senior college designed to meet the educational needs of young adults completing Years 11 and 12.

At Mindarie Senior College, your child will learn in a safe, inclusive environment that is supported by a mentoring program, and academic support strategies and monitoring, to ensure they achieve their personal best.

We provide a comprehensive education with pathways leading to attainment of an Australian Tertiary Admission Rank (ATAR), Vocational Education and Training (VET) qualifications or future employment. Our broad curriculum ensures your child can pursue their passions, which will engage and motivate them to be productive, independent learners.

We operate on extended hours so your child will have free time to experience learning through structured work placement, training providers and other community organisations. It also allows them to attend tuition sessions with staff and guest presenters, practice performances and consolidate work.

This selection process will initially be used to fill the above vacancy. Applicants assessed as suitable during this selection process may be considered for other similar vacancies that occur throughout our school for up to 12 months following this initial appointment. This includes circumstances where this position becomes subsequently vacant should the successful applicant decline or vacate the advertised position.

To be suitable for this role, you will need to demonstrate the following work related requirements:

- Capacity to provide effective leadership in a diverse range of educational settings.
- High level of interpersonal and public relations skills that demonstrate the ability to establish and maintain effective working relationships to achieve planned outcomes.
- Professional knowledge and the ability to apply this knowledge to ensure a high level of educational outcomes for all students (e.g., Aboriginal students, students from diverse ethnic backgrounds and students with special needs).
- Capacity to manage staff, physical and financial resources.

Applications will be assessed against the work related requirements of the position. The business needs of the school may also be considered. It is therefore recommended that you consider all information contained in the advertisement and any other related information before applying for the vacancy.

The Department is an equal opportunity employer and encourages people with disability, Aboriginal and Torres Strait Islander people and persons from culturally diverse backgrounds to apply.

Further information about **Mindarie Senior College** can be found by visiting mindarie.wa.edu.au or [Schools Online](#).

Additional information about Independent Public Schools is also available [here](#)

For further job related information:

Please contact **Rick Gendle, Associate Principal**, by telephoning (08) 6207 5500 or emailing rick.gendle@education.wa.edu.au

TO BE INCLUDED WHEN ADVERTISING OVER THE HOLIDAY PERIOD ONLY:

During the school holiday period, please contact [name] on [mobile number].

Application Instructions

All applications are submitted online. Select “Apply for Job”, at either the top or bottom of this screen and follow the instructions on your screen.

Your application should include: **[red highlighted areas are optional]**

- A **[number of pages]** page statement addressing the Work Related Requirements **[optional to select specific WRR]**, in context of the role and business needs of the branch
- A CV of up to **[number of pages]** pages outlining your employment history and professional learning summary relevant to this position
- The contact details for **two (2)** work related referees who can attest to the claims made in your written application, preferably one being your current line manager.

It is recommended you have these documents completed and ready to attach before selecting “Apply for Job”.

You are asked to complete an online application form and attach your documentation, please allow enough time to complete this process as applications cannot be accepted after the closing date and time.

After you have submitted your application online, you will receive an email confirming lodgement. If you do not receive a confirmation email, please telephone (08) 9264 4127.

If you are having difficulty submitting your online application, please telephone (08) 9264 8666 for assistance.

ELIGIBILITY AND TRAINING REQUIREMENTS

Employees will be required to:

- provide evidence of eligibility to work in Australia for the term of the vacancy.
- hold a recognised qualification in teaching and be currently registered or eligible for registration to teach in Western Australia.
- complete the Department's Aboriginal Cultural Appreciation course.
- 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 Accountability and Ethical Decision-Making within six months of appointment.

The Department applies a four (4) day breach period to this selection process.

Applications must be submitted before 4.30pm (WST) on Day, DD MMMM YYYY

APPLICATIONS MUST BE SUBMITTED ONLINE

PROFORMA, FAXED, HAND DELIVERED, POSTED, EMAILED AND LATE APPLICATIONS ARE NOT ACCEPTED.