

# Role Description

# Principal

## Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.	<b>24215</b>	Content Manager No.	<b>19/704449</b>
Work Unit	<b>Queensland Virtual Academy Early Childhood and State Schools Division</b>		
Location	<b>Toowong</b>		
Classification	<b>Stream 3, Level 8 to 10, Teaching in State Education Award – State 2016</b>		
Job Type	<b>Temporary Full-time Temporary period from 22 July 2024 until 13 December 2024 unless otherwise determined</b>		
Salary Range	<b>\$201190 to \$204809 per annum</b> Salary is reflective of full-time employment (1.0FTE) <i>Plus superannuation contributions of up to 12.75% of your annual salary.</i>		

## Your employer

The Department of Education (DoE) is committed to delivering responsive services focused on equity and excellence to Queenslanders and their communities. We promote equity and excellence by our commitment to respect, protect and promote human rights. Our objectives are: a strong start for all children, every student realising their potential, fair and safe workplaces and communities, capable people delivering our vision. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at [www.qed.qld.gov.au](http://www.qed.qld.gov.au)

## Your opportunity

As the Principal you will:

- Play a vital role in delivering the vision of Early Childhood and State Schools Division. The leadership of principals is critical to improving the educational outcomes of students in their schools. Principals have a major influence on developing the quality of teaching and learning and nurturing positive relationships between students, teachers and stakeholders.

In addition to the primary role of leading the school and its operations, Principals are expected to take a leadership role in the broader education and corporate arenas.

The Principal reports to the School Supervisor.

## Your role

You will have responsibility for leading the following activities and delivery of the following key tasks:

- Leading the school community to develop, articulate and commit to a shared educational vision focused on providing quality learning outcomes for all students.
- Upholding the principalship as a values based, ethical and moral activity.
- Embed socially just practices in daily school life.
- Set high standards for student and staff performance.
- Actively participate in life long learning and ongoing professional development.
- Form partnerships with parents, other government agencies, community groups, industry and business.
- Be futures oriented and strategic.
- Understand the legislation and policies impacting on schooling.
- Manage resources to achieve goals.



**A mandatory requirement of this role is:**

- Current full registration, or current provisional registration with eligibility for full registration, as a teacher in Queensland. Information on registration requirements is available at [www.qct.edu.au](http://www.qct.edu.au) or on toll free 1300 720 944.

**How you will be assessed**

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Within the context of the role described above, the ideal applicant will be someone who has the following key capabilities:

**Please note: Point 6 will be addressed through referee reports and elaborated on at interview.  
DO NOT write to Point 6 in your written application.**

1. Demonstrated leadership of a curriculum, teaching and learning environment, leading to the achievement of quality learning outcomes for all students.
2. Demonstrated strong interpersonal skills and demonstrated capacity to develop and sustain productive relationships within and beyond the school community.
3. Demonstrated strategic thinking and analytical skills and the ability to use those to influence the educational agenda for state schooling.
4. Demonstrated ability to effectively manage human, financial and physical resources to deliver high quality organisational outcomes.
5. Demonstrated capacity to undertake, in addition to the successful leadership of a large and complex school, executive leadership roles in the broader education community and corporate arena.
6. Demonstrated capacity to develop and maintain an organisational culture based on ethical professional and personal behaviours and corporate values. (Do not write to this in your application.)

**Additional information**

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- This role description works in conjunction with the Candidate Information Package.
- For further information regarding applying for teaching positions, refer to the Department of Education's teacher employment information at <https://teach.qld.gov.au/apply-to-teach/submit-your-application>