



PERSON SPECIFICATION

DEPUTY PRINCIPAL

CATHOLIC CHARACTER

Demonstrates support for the Catholic faith.

Indicators:

- One for whom the values of Christ and the Gospel are paramount
- Ability to maintain and enhance the Catholic Marist Character of the College
- Commitment to the pastoral care of students and staff
- Demonstrates an awareness of the nature of Catholic schools

COMMUNICATION & RELATIONSHIP MANAGEMENT

Seeks to positively influence others' thoughts, feelings and commitment through appropriate engagement and involvement in decision-making and development.

Indicators:

- Ability to work collaboratively with the school community
- Ability to work in collaborative partnership with staff and encourage a team environment
- Ability to create and develop effective relationships with community/ organisations
- Ability to handle and resolve conflict constructively
- Ability to facilitate change and improvement
- Ability to work collegially with other Principals

LEADERSHIP

Leads staff team to achieve results using an empathetic, flexible and supportive management style.

Indicators:

- Ability to provide professional leadership, guidance and support
- Ability to inspire students, staff, parents and the wider community
- Ability to gain respect of staff and students
- Ability to establish and maintain systems that promote high standards of behaviour and performance

PROFESSIONAL SKILLS & EXPERIENCE

Demonstrates a deep understanding of the issues and challenges in the organisation and application of educational, staff, financial, physical, spiritual and community resources to ensure achievement of educational goals.

Indicators:

- Curriculum development skills and experience

- Experience in senior management
- Successful managerial experience in dealing with and motivating young people
- A student focused approach in all decision making and a sympathetic attitude towards their individual needs

MANAGEMENT SKILLS

Demonstrates a high level of awareness and understanding of the issues affecting a school's performance.

Indicators:

- Ability to manage staff performance using clearly articulated goals and objectives
- Ability to delegate effectively and appropriately
- Time and priority management
- Effective skills in managing projects involving consultation, planning and action

PERSONAL & PROFESSIONAL QUALITIES

Takes responsibility for own actions/decisions.

Indicators:

- Is approachable and discreet
- Is supportive and promotes an atmosphere of trust
- Upholds the integrity and reputation of the College
- Has vision; sees the larger picture
- Has energy, enthusiasm and a sense of humour
- Aspires to excellence
- Cultural awareness and acceptance of diversity
- Commitment to, and understanding of, Te Tiriti O Waitangi/Treaty of Waitangi
- Demonstrated commitment to ongoing professional development in religious, academic and management areas

PROFESSIONAL & ACADEMIC QUALIFICATIONS

Possesses valid and appropriate educational qualifications.

Indicators:

Essential

- It is a condition of appointment that the person appointed be capable of assisting in planning and organising courses and programmes at the school to ensure that they reflect the Special Character of the school, as provided in the School's Integration Agreement and section 467 of the Education Act 1989 (Part 33)
- A New Zealand registered teacher with a University degree

Desirable

- Postgraduate Diploma in Education and/or Management
- Management Studies
- Trained in Restorative Practice