

# Job description

Agency	Department of Education	Work unit	Palmerston College
Job title	Head of Campus	Designation	Senior Teacher 7
Job type	Full Time	Duration	Fixed from 18/01/2021 to 25/06/2021
Salary	\$158,586	Location	Palmerston
Position number	28096	RTF	201794
Closing	30/11/2020		
Contact	Natalie Banks, Palmerston College Principal on 08 8997 7999		
About the agency	<a href="https://education.nt.gov.au/">https://education.nt.gov.au/</a>		
Apply online	<a href="https://jobs.nt.gov.au/Home/JobDetails?rtfld=201794">https://jobs.nt.gov.au/Home/JobDetails?rtfld=201794</a>		

**Information for applicants:** Applications must be limited to a one-page summary sheet and detailed resume-. The NTPS values diversity and aims for a workforce that represents the community. The NTPS encourages people from all diversity groups to apply for vacancies. For more information about applying for this position and the merit process, go to the [OCPE website](#).

Under the agency's Special Measures Recruitment Plan eligible Aboriginal and Torres Strait Islander (Aboriginal) applicants will be granted priority consideration for this vacancy. For more information on Special Measures, go to the [OCPE website](#).

**Primary objective:** The College Head of Campus plays a vital role in delivering the strategic plan of Palmerston College and is the senior educational professional for one of the Palmerston College Campuses, who inspires students, staff and community members to optimise the learning of all students.

**Context statement:** Palmerston College is part of Palmerston City Schools where all campuses build pathways to success for Palmerston children from early childhood (0-4 years), primary school (4-12 years) into secondary school (13-17 years). Students transition into secondary education at Palmerston College across two campuses: Years 7 to 9 (Belyuen Drive) and Years 10 to 12 (Tilston Avenue). Students move between campuses to access different learning environments. The Palmerston College aim is to inspire, motivate and challenge students for successful futures. The College mission is 'two campuses, one leadership team, one college to create the secondary college of choice in Palmerston'. The College has dedicated teams of secondary teachers and support staff located across two campuses. A key strength of Palmerston City Schools is the culture of collaboration and leading as one with students, staff, families and our proudly Palmerston community.

## Key duties and responsibilities

1. Lead the implementation of the College vision with a focus on a shared respectful culture that challenges, sets high expectations of both students and teachers to drive student outcomes, and effective teaching that promotes capable and independent learners.
2. Drives the implementation of the strategic direction of the campus and College, including strengthening partnerships with other agencies, arranging expertise to achieve leading edge outcomes, and managing the campus resources in implementing clear evidence-based improvement plans and policies.
3. Establish expectations for all staff to achieve high standards and build their capacity through professional development and performance management.
4. Develop relationships with families and community groups to promote the value of public education, the campus, the college and its role in the wider community.
5. Work with the other Head of Campus and College Principal, other educational leaders and the department to drive the development of education at the College, regional and system level.

## Selection criteria

### Essential

1. Demonstrated leadership in the development of teaching and learning within a secondary school environment.
2. Proven ability to build the capacity of self, others and high performing teams.
3. Demonstrated leadership in partnership with the College leadership team to drive innovation and change to achieve College improvement across both campuses.
4. Demonstrated ability to lead the management of campus physical, financial and human resources.
5. Demonstrated ability to build a shared culture of high expectations, while developing and maintaining effective interpersonal and cross cultural relationships within and beyond the College community.

## Further information

The successful applicant must be registered with the Teacher Registration Board of the Northern Territory and hold a current Working with Children Notice (Ochre Card) from SAFE NT, prior to appointment. As an integral part of the leadership team there will be the requirement as needed and following a period of notice, for the Heads of Campus position to work during non-term (stand down) times.

**Approved:** November 2020

Natalie Banks, College Principal