

Job description

Agency	Department of Education	Work Unit	Education Improvement
Job Title	Director School Improvement Framework	Designation	Senior Administrative Officer 2
Job Type	Full time	Duration	Fixed to 31/12/2024
Salary	\$145,394 - \$158,469	Location	Darwin
Position number	40510	RTF	291836
		Closing	24/03/2024
Contact officer	Nikki Glennon on 08 8999 5587 or Nikki.glennon1@education.nt.gov.au		
About the agency	https://education.nt.gov.au/		
Apply Online	https://jobs.nt.gov.au/Home/JobDetails?rtfId=291836		

APPLICATIONS MUST INCLUDE A ONE-PAGE SUMMARY ABOUT YOU, A DETAILED RESUME AND COPIES OF YOUR TERTIARY QUALIFICATIONS.

Information for applicants – inclusion and diversity and Special Measures recruitment plans

The NTPS values diversity. The NTPS encourages people from all diversity groups to apply for vacancies and accommodates people with disability by making reasonable workplace adjustments. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer. For more information about applying for this position and the merit process, go to the [OCPE website](#). Aboriginal applicants will be granted priority consideration for this vacancy. For more information on Special Measures plans, go to the [OCPE website](#).

Primary Objective

Develop and oversee the School Improvement Framework and the department's service delivery model. Conduct school reviews, including complex and priority reviews; and lead training and the development of resources to support capability development in this approach at a system level. Draw upon evidence partners and research to prepare high-level advice for schools to optimise the improvement actions they take.

Context Statement

Regional Services consists of six regions across the Northern Territory. This position is based in Darwin and has accountability for education improvement and school operations across Regional Services.

Key Duties and Responsibilities

1. Strategic oversight of a 4-yearly Strategic Improvement Plan cycle and Annual Improvement Plans based on Education NT priorities, including working collaboratively with schools requiring by exception reviews or to conduct complex and priority reviews.
2. Manage, assess and learn from external reviews and reviews by exception and provide moderation advice to improve review quality.
3. Ability to influence and drive change, lead teams to build capability within and across the department, including training for leaders in the school and system improvement framework to build collective capability and capacity to shape a delivery mindset, common language and understanding of school and system improvement.
4. Develop advice for Education NT to optimise improvement actions for schools to undertake using a differentiated support framework.
5. Develop and implement a service allocation mechanism and delivery model including service standards to support the delivery of the school and system improvement strategies.
6. Develop and deliver collaboratively across the department a framework for school and system improvement and resources that provides a suite of tools and tailored school improvement strategies linked to school improvement priorities, school improvement plans, school performance information and school context.

Selection Criteria

Essential

1. Extensive program management experience in the field of education system improvement with highly developed skills in reviewing schools and development of documentation relating to implementation of system wide support.
2. Demonstrated highly developed organisational, interpersonal and conceptual skills with the ability to design and integrate complex systems that can be delivered department wide and communicate meaningful and accurate information, analysis and advice to a wide variety of audiences with influence.
3. Demonstrated ability to network, build relationships and create strategic alliances, to drive strategic improvement within and across organisations and interact effectively with people from diverse cultures.
4. High-level adaptability and flexibility including demonstrated ability to manage pressure and change in a rapidly evolving environment, and to modify approaches to suit diverse people and situations.
5. Extensive knowledge of contemporary evidence-based strategies for school and system improvement to drive adaptive reform change, including the ability to scale up good practice into system evidence.

Desirable

1. Tertiary qualification in field relevant to the key responsibilities of the position.

Further information

The successful applicant must hold a current Working with Children Clearance Notice (Ochre Card) and a national police check, or the ability to obtain in a timely manner.

Approved: March 2024

John Cleary, Senior Director Education Improvement