

# PUKEKOHE WEST SCHOOL - PERSON DESCRIPTION

## Experience

- Is a current New Zealand Fully Registered Teacher
- Has proven experience as a successful teacher and a management leader
- Is preferably experienced in a permanent role as a Deputy Principal and/or Principal

## Leadership

- Sets the tone/culture for our new school
- Has high expectations of self and others in terms of ethics and integrity
- Leads by example
- Is able to inspire and motivate with a positive attitude and presence
- Is able to delegate responsibilities to others
- Is willing to lead and develop the curriculum and drive it's implementation
- Actively seeks professional development as an ongoing learner and encourages professional development in others that will improve educational outcomes for students

## Thinking

- Has a clear educational philosophy, which is a good match to our school vision and goals
- Is up to date with the current educational initiatives which provides a curriculum to engage, excite and motivate all learners
- Places the interest and wellbeing of our children at the centre of everything they do
- Is innovative, strategically minded and future focused
- Is able to take direction from the Board of Trustees and ensures the focus of the school is on student progress & achievement and developing all students to their full potential.

## **Relationships**

- Connects and engages with a wide range of people and cultures within the school and wider community
- Is interested in students, their progress and achievement in both curricula and co-curricula activities
- Is approachable, has a sense of humour, relates well to others
- Demonstrates empathy for all students and how they learn best through culturally responsive pedagogy
- Is visible and “out and about” in classrooms, school grounds and community events
- Makes it a priority to be available to parents/caregivers, staff, and students

## **Knowledge & Skills**

- Has sound organizational, managerial and administration skills
- Has knowledge of collaborative learning environments and how to create them.
- Has a consistent approach to student behaviour management
- Has knowledge and understanding of the legislation in the education sector and workplace
- Has knowledge and skills to collect synthesise and analyse data
- Can devise programmes or initiatives to offset concerning data trends or strength positive trends
- Understands the role and implications of the Treaty of Waitangi in education

## **Has knowledge & experience of all the following:**

- New Zealand Curriculum
- Education Review Office
- Student Management Systems
- School Finance and Budget Procedures
- Performance Appraisal
- Information Technologies
- MOE staffing allocations