



**Catholic
Ladies' College**

Application Pack

Deputy Principal Learning and Teaching

Application Pack includes

- An introduction to Catholic Ladies' College
- Role Description
- Application Process

Applications close Monday 30th May at 2pm

Introduction to Catholic Ladies' College



Vision

To inspire young women to realise their personal excellence and confidently shape their future.

Purpose

We create opportunities for young women to achieve and champion justice in the global community.

Tradition and Stewardship

Our founding sisters were forward thinkers, who advocated comprehensive education and new possibilities for young women.

The Sisters of Charity founded Catholic Ladies' College in East Melbourne in 1902 and moved the school to its present eight-hectare, tree lined setting in Eltham in 1971.

In 2009, the Holy Sea established Mary Aikenhead Ministries (MAM), to oversee and expand the Sisters' various health, aged care, education and social services ministries. Through MAM, the work of the Sisters grew and flourished through a transition to lay leadership. The Sisters of Charity contribute their presence, experience, involvement, wisdom and spirituality in the collective enterprises of MAM, including Catholic Ladies' College.

College Facilities

Our campus blends modern learning environments with state-of-the-art facilities. Our eight hectare campus is sheltered from busy roads which creates a unique sanctuary for learning and wellbeing.

Enrolments

Catholic Ladies' College currently has an enrolment of 760 students in Years 7 to 12. Preference for enrolment is given to students in local Parish primary schools, though some students come from further afield.

Focus Areas

In the first quarter of 2023, Catholic Ladies' College will be developing the vision and implementation of a new College Strategic Plan to inform our plans and success for the next 5 years with learning and teaching being a significant focus.

- Enhancing the Performance and Development Culture that is centred on quality feedback
- Implementing the 2023 – 2026 College Strategic plan, with a focus on strengthening the strategic directions for Learning and Teaching
- Strengthening connectedness and belonging at the College to enhance wellbeing
- Enhancing the literacy program
- Implementing an enhanced plan for the systematic collection of student data that informs classroom teaching, wellbeing approaches and other school initiatives
- Implementing the first stages of the College Masterplan: Design and Technology facilities

The Role

The Deputy Principal Learning and Teaching is a member of the College Executive Team, sharing the responsibility for the effective delivery of quality Catholic Education for students at Catholic Ladies' College. The Deputy Principal Learning and Teaching will also lead the College in the provision of an exemplary faith-learning environment and associated experiences, which promote and celebrate the Catholic ethos of the College, charism of Mary Aikenhead and the spirituality of the Sisters of Charity.

The Deputy Principal Learning and Teaching will:

- assume overall responsibility for the Learning and Teaching program
- keep abreast of national and state educational initiatives
- assume overall responsibility for assessment and reporting practices.

In developing a strategic approach to continuous improvement in Learning and Teaching across the College, the Deputy Principal Learning and Teaching will on an annual basis:

- set strategic goals and develop action plans
- prepare a report addressing the outcomes achieved
- undertake an annual KPI review thereafter.

Download the full Role Description by clicking here



The Application Process

Covering Letter addressed to the Principal of no more than 400 words expressing why you wish to be considered for this Deputy Principal role at Catholic Ladies College Eltham.

Curriculum Vitae that focuses on what you have delivered in schools as part of a team or individually to improve student outcomes. (Sometimes it is worthwhile spending time with a trusted colleague to prompt you about your successes.)

Prepare a **Learning and Teaching strategic plan** document

CLC 2019 – 2022 Learning & Teaching vision (College Strategic plan)

We are committed to a student learning approach that is ambitious and personalised, valuing growth as a measure of success. We engage our young women in learning partnerships that focus on building the confidence and capacity of the individual learner to ensure that they develop the skills for further study and employability.

Present your strategic plan which will enable growth and success in embedding the Learning and Teaching vision for:

- staff
- students
- parents
- College Board

including how you would measure success or progress after the first twelve months in the role.

Provide **referee names**, ideally including:

- Current Principal
- A previous Principal or Deputy Principal
- A professional colleague who you have or work closely with
- Parish Priest or member of a religious congregation

Applications close Monday 30 May at 2pm

Please submit your application to Human Resources Manager, Michelle Nolan via email mnolan@clc.vic.edu.au

Interviews will be conducted in the week commencing 13 June.