



Catholic
Ladies' College

Application Pack

Assistant Principal Learning & Teaching

Application Pack includes:

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

Applications close at 10am on Monday, 28 October 2024

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 College to its present eight-hectare, tree-lined setting in Eltham in 1971.

In 2009, the Holy See 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 900 students across Year 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 2025, we will see the third year of implementation of the College Strategic Plan with its three key priority areas:

Pedagogy

Goal: That a vision for learning and teaching is collaboratively developed to create an explicit, evidence-based framework.

Data

Goal: That the whole school approach to the use of data is strengthened to drive growth and improvement in student learning and wellbeing outcomes.

Partnerships

Goal: That the learning opportunities available to students and staff are enhanced through the strengthening of strategic partnerships within and beyond the school gates.

The embedding of the newly developed College Education Charter and Instructional Framework will continue in 2025.

The Role

The Assistant 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 Assistant 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 Assistant 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
- Promote innovation and future-focused teaching practices, incorporating new curriculum developments, pedagogical trends and the latest educational technologies.
- Foster a collaborative culture of innovation among staff, encouraging the exploration of creative approaches to teaching and learning that respond to evolving educational needs.
- Lead staff in professional development related to future-focused learning strategies and current educational needs to prepare students for an increasingly complex and dynamic world.

In developing a strategic approach to continuous improvement in Learning and Teaching across the College, the Assistant 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 Assistant 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.

Your vision statement for learning and teaching

CLC Strategic Intent 2023 - 2026

As a Catholic girls' school in the Mary Aikenhead tradition, Catholic Ladies' College seeks to enhance the learning experience and growth of all, by embedding research and data-informed practice, underpinned by innovative partnerships.

Outline your vision for learning and teaching and explain how you would align that vision with the existing strategic intent of the College. As part of your outline include specific goals, initiatives and ways you would collaborate with staff and other stakeholders to ensure that your vision complements and enhances the College's strategic intent. Include points on 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 currently or have previously, worked closely with

Applications close at **10am on Monday 28 October 2024**.

Please submit your application [here](#).

For any questions, please contact Sue Smith, Human Resources Manager, at hr@clc.vic.edu.au.

Interviews will be conducted in the on Wednesday, 30 October 2024.