



# **CHRISTIAN BROTHERS' COLLEGE BOKSBURG**

## **HEADMASTER**

CBC Boksburg, "the College", is a Pre-Primary to High School (Grades 000-12), all-boys Catholic Independent School situated in the centre of Boksburg. The College was founded by the Christian Brothers in 1935 and has provided excellent, holistic education, developing young men of solid character and service in all fields of life.

Due to the impending retirement of the present Headmaster in December 2021, the Board of Governors invites applications for the position commencing 1 January 2022.

### Key Performance Requirements:

- Be a practising Catholic or have an understanding of and be committed to Catholic values.
- Be committed to working closely with the local Catholic Church parish.
- Be committed to nurturing, developing and promoting the College's ethos and mission of the Christian Brothers founder, Edmund Rice.
- Have at least seven years' experience at SEMT level. (School Executive management Team)
- Have suitable academic and professional qualifications – a business qualification would be an advantage.
- Motivate and assist key staff in designing and consistently developing an innovative curriculum that fulfils all CAPS requirements while incorporating the College's core values.
- Have strong innovative leadership, interpersonal and organisational skills in all areas.
- Provide innovative leadership, guidance and support to all staff, and promote and support staff development.
- Motivate and assist key staff in designing and consistently developing an innovative and progressive curriculum in line with the College's ethos.
- Critically evaluate academic progress and implement tailored interventions.
- Monitor and evaluate the quality of teaching and learning to ensure that it is child-centred, relevant, and fully reflective of the College's core values and fosters higher levels of achievement.
- Oversee the effective and efficient management of the school's finance and day-to-day budgets and the achievement of financial targets.
- Drive, transformation and diversity at the College.
- Commit to ongoing personal and professional development to enhance the leadership of the College.
- Demonstrate excellent interpersonal and communication skills in interactions with all stakeholders.

The position is to be filled no later than 1 January 2022.

The board of governors invites suitably qualified and experienced candidates to submit the required documents referred to below clearly addressed to the Chairman, Board of Governors, email [chairman@cbc.org.za](mailto:chairman@cbc.org.za) by no later than close of business, 7 June 2021

- Applicant's Curriculum Vitae not longer than three A4 pages.
- Three contactable referees with contact numbers.
- A letter by the applicant dealing with their vision for the College and detailing previous leadership positions and achievements.
- Certified copies of SACE registration, qualifications and applicant's identity document.
- Current Police Clearance Certificate.

Applicants who apply and do not receive a response by 16 July 2021 must accept that they have not been shortlisted for an interview, that he/she does not meet the minimum requirements, or a decision has been made to withdraw the position and not to fill the post.

The Board of Governors reserve the right not to proceed with filling the post. An application will not in itself entitle the applicant to an interview or appointment, and failure to meet the minimum requirements of the advertised position will result in applicants automatically disqualifying themselves from consideration.