



## PRINCIPAL

St Paulus Pre-Primary & Primary School (Grade 00-7) is a dual-medium (English & Afrikaans), co-educational, independent, Catholic School situated in Brummeria, Pretoria East. The school was founded by the Cabra Dominican Sisters in 1962 and has provided excellent, holistic education - developing Heart, Mind and Body - for the past 60 years.

Pending the retirement of our Principal in December 2021, the Board of Governors invites applications for the position of Principal. Applications should be submitted to [Principal.Post@TeacherNetwork.co.za](mailto:Principal.Post@TeacherNetwork.co.za) (see below).

The appointment date is January 2022.

Applicants should be motivated, enthusiastic with a passion for providing excellent education to young people, have the relevant professional qualifications and SACE registration, be legally entitled to work in South Africa and familiar with the South African education system, have at least five years' school management experience, and have a clear understanding of the identity of a Catholic school.

### KEY PERFORMANCE AREAS

- Actively support, model and promote the Catholic Ethos of the school
- Provide innovative leadership, guidance and support to all staff
- Motivate and assist key staff in designing and consistently developing a cutting-edge curriculum which fulfils all CAPS requirements while incorporating the school's core values
- Critically evaluate academic progress and implement interventions
- Use essential organisational skills in all areas
- Initiate and support staff development
- Monitor the quality of teaching and learning to ensure that it is child-centred, relevant and fully reflective of the school's core values.
- Manage the school's budget and day-to-day finances with the assistance of the Bursar
- Critically evaluate academic progress and implement interventions
- Use excellent interpersonal and communication skills in interactions with all stakeholders
- Be at the forefront of the drive for transformation and diversity
- Commit to ongoing personal and professional development to enhance the leadership of the school

If you are suitably qualified and experienced and you would like to be considered for this position, please email your CV to [Principal.Post@TeacherNetwork.co.za](mailto:Principal.Post@TeacherNetwork.co.za) for attention Mary Stuart. Please note the following:

- The subject line of your email should be **PRINCIPAL – ST PAULUS PRE-PRIMARY AND PRIMARY SCHOOL**
- Your covering email should summarise your suitability for the position
- Your CV should be in Word, and smaller than 99KB
- Your CV should include at least three contactable referees, including a Parish Priest or Minister of Religion

Religion

- Please do not send any documents other than your CV, at this stage.

**The school reserves the right not to make an appointment.**

**Submission of an application does not in itself entitle the applicant to an interview.**

