



At Woodline Primary our greatest strength is understanding that each member of our community is unique. This drives our commitment to build an education setting that values equal opportunity, diversity and inclusion. We draw on the differences in who we are and our experiences, ensuring our school values and honours each individual and the collective. We welcome applications from any person who can offer their skills, experience and passion to fulfil the role. Applicants of diverse gender, religion, ethnicity, culture, sexuality, ability, neurodiversity or LGBTIQA+ and Aboriginal and Torres Strait Islander people are encouraged to apply.

Introduction to Woodline

Founded in 2021, Woodline Primary is a small school offering Playgroup through to Year 6. Our school is set on a 20-acre farm on beautiful Wadawurrung Country on the fringe of Geelong. Woodline is a place where wellbeing sits at the centre of its story. We do not see wellbeing and learning sitting in isolation, it is intertwined in all that we do.

Our values are the beating heart of Woodline:

Connection – We connect with ourselves and others

Sense of Wonder and Curiosity – We think deeply and creatively

Environmental Responsibility – We strive to be mindful of our impact

Openness – We are open with others and new learning

Honouring the Individual – We have compassion and empathy for ourselves and others

Our values, our image of the child and our relationships are the core of our pedagogy. Influenced by the principles of the educational project of Reggio Emilia, we believe that children are capable, creative, curious and connected.

We focus on how to learn, not just what to learn. Our unique wellbeing and learning offerings provide an education that is holistic, broad and balanced, conceptual and connected, evidence-based, and experiential through nature, play and projects.

Deputy Principal Position

The Deputy Principal is a highly skilled educator who has deep knowledge and expertise in children's wellbeing and high-quality curriculum and pedagogy. The Deputy Principal supports the Principal in the leadership of the school and assumes the role of Acting Principal in the absence of the Principal.

As a member of the Executive Team (Principal, Deputy Principal, Business Operations Manager), the Deputy Principal collaborates with and shares in the authority and responsibility with the Principal in the overall leadership and management of the school.

The Deputy Principal is delegated direct responsibility in specific areas, including wellbeing, teaching and learning and team professional development.

We are seeking a leader who is warm, fun, nurturing, innovative and reflective. They will exemplify humility, emotional intelligence and integrity whilst being an efficient hard working team member.

The Deputy Principal will:

- Be responsible for learning wellbeing and pedagogy
- Model self-care, self-reflection and self-development
- Inspire a passion for learning
- Set high expectations for the school through careful collaborative planning, monitoring and reviewing the effectiveness of pedagogy in collaboration with the Executive Team
- Guide, nurture and mentor innovative, engaging and rigorous pedagogical practices amongst Team members
- Lead and facilitate measures to achieve best practice in relation to pedagogy as well as high quality models of assessment and reporting
- Implement Woodline's educational models, practices, policies and procedures

Key Responsibilities:

- Uphold Woodline's values and culture
- Maintain a high standard of professionalism
- Act or seek advice or report on all cases of suspected child abuse in order to comply with Duty of Care obligations
- Maintain current legislative requirements in relation to mandatory reporting and other Child Safe Standards requirements
- Develop connected and strong relationships with the Woodline community and all key stakeholders
- Oversee wellbeing of children and Woodline's Wellbeing Program
- Demonstrate a strong understanding of how educators hold space for the children and how they respond to children's emotional needs
- Oversee child support, including individual plans, adjustments, screeners and learning enrichment
- Be aware of behavioural issues and monitor appropriate action in support of school policies
- Lead the Disability Inclusion Working Group
- Promote active involvement with families and the community in the learning program
- Oversee the development of curriculum, learning frameworks and pedagogy
- Manage the implementation of the ACARA Australian Curriculum
- Develop, implement and evaluate pedagogical improvement strategies including coaching and mentoring with an innovative mindset
- Manage assessment and reporting
- Collect and analyse learning information
- Work collaboratively with the Executive Team to achieve goals as outlined in the Strategic and Annual Implementation Plans
- Together with the Principal, provide semesterly feedback to Team members
- Plan, facilitate and reflect on Team Pedagogy and Wellbeing Meetings
- Encourage Team professional learning and development
- Mentor Graduate Educators
- Commit to ongoing personal and professional development that enhances the effectiveness of the Woodline Philosophy and Guiding Principles
- Seek and respond to feedback
- Be an active member of the Reconciliation Action Plan Working Group
- Authorise expenditure within the approved budget for Learning Resources, Excursions and Incursions and Professional Learning
- 0.2 teaching time fraction
- Attend school functions as required by the Principal
- Other duties as required and negotiated with the Principal

The successful applicant will have:

- Experience with the Reggio Emilia approach
- Experience and understanding of play and project based learning
- Experience and understanding of Science of Reading, The Writing Revolution and Little Learners Love Literacy is preferred but not essential
- Experience and understanding of the CPA (Concrete, Pictorial, Abstract) numeracy framework is preferred but not essential
- Leadership experience
- A demonstrated commitment to child wellbeing and learning
- Current VIT registration
- First Aid Qualifications
- Mandatory Reporting Certificate

Key Selection Criteria

- Wellbeing sits at the core of our school. Demonstrate an understanding and provide examples of how you align with Woodline's philosophy and approach to education
- An understanding of the wellbeing needs of self and others
- Share your Image of the Child
- Ability to lead and design high quality, inclusive teaching and learning programs
- Proven leadership skills that have built capacity and improved the performance of individuals and the team
- A commitment to Child Safety and understanding of the Child Safety Standards

Position

Deputy Principal is a full-time position

Commencement Date: Monday 8 July 2024 (start date can be negotiated)

Salary Range

\$125,000 - \$135,000 pro rata (years of experience and qualifications are taken into consideration)

Please send your resume', a cover letter and responses to the Key Selection Criteria to careers@woodlineprimary.com.au by Friday 26 April 2024

This Position Description is a guide only and is not intended to be an exhaustive or exclusive list of the duties of this Position. It is subject to review and modification by the Principal at any time in response to the changing needs of the school