



Senior School Principal

Job Description

Job Purpose

The Principal will provide Christlike servant leadership to motivate instruction, and support personnel to provide the best possible opportunities for student growth and development, spiritually, educationally and personally.

The responsibilities of the position are to be performed in accordance with the provisions of Acacia 'Employment Contract' & the 'Terms of Service'.

Duties and Responsibilities:

- Assess and maintain the overall effectiveness of Acacia Senior School
- Develop and maintain Christian ethos across the Senior School
- Implement vision and values across the Senior School
- Provide leadership and management of staff, including developing capacity of the Senior Management Team
- Assist in the recruitment and hiring of Senior School staff
- Provide guidance & counselling to teachers
- Oversee staff training and development
- Conduct the Performance Management/Appraisal System
- Provide data from school performance for Head of School & School Board
- Supervise all subject departments, including SEN provision
- Work with department heads to create budgets & procure appropriate teaching resources
- Regularly review and implement school policies
- Support the School Board and Head of School in promoting the Christian ethos of the school.

An annual review of this job description and allocation of particular responsibilities will take place as part of the Performance Review.

Person Specification:

- A mature Christian leader, willing to serve overseas
- Previous leadership experience as a Principal or in a similar role
- Knowledge of school administrative processes and educational regulations
- Strong IT skills, including leading teachers during blended or online learning
- Able to develop a strong Senior Management Team and delegate authority appropriately
- Ability to research, analyse and present school data
- Strong communication skills
- Crisis management
- Ability to mentor, coach and inspire teachers
- A teaching licence, ACSI certification is preferred
- Masters in Education