

NOTRE DAME COLLEGE

LITERACY LEADER

Key Selection Criteria

The successful applicant will demonstrate:

1. A commitment to and vision for educational leadership in a Catholic school.
2. A commitment to work within the values and ethos of Notre Dame College.
3. Experience and expertise in literacy development, programs and intervention strategies.
4. A capacity to actively and collaboratively develop and lead literacy programs
5. The ability to analyse and interpret literacy data
6. A sound understanding of current issues in literacy
7. The ability to lead and mobilise staff in implementing literacy strategies across the whole school
8. An understanding of a range of literacy intervention programs
9. A high level of written and interpersonal communication skills.
10. Excellent organisational, administrative and ICT skills
11. The ability to provide professional support to staff
12. A capacity for interacting positively with students and their families

Conditions of Employment:

1. Salary and Conditions are in accordance with the Victorian Catholic School and Education Officers Award and Certified Agreement (2004 – 2007).
2. Pre-employment checks including proof of identity, Victorian Institute of Teaching (VIT) registration, qualifications and three referees are required.