



Melbourne Archdiocese
Catholic Schools



St Lawrence of Brindisi Catholic Primary School

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ST LAWRENCE OF BRINDISI CATHOLIC PRIMARY SCHOOL

2025 ROLE DESCRIPTION: DEPUTY PRINCIPAL - LEARNING & TEACHING LEADER

VISION STATEMENT:

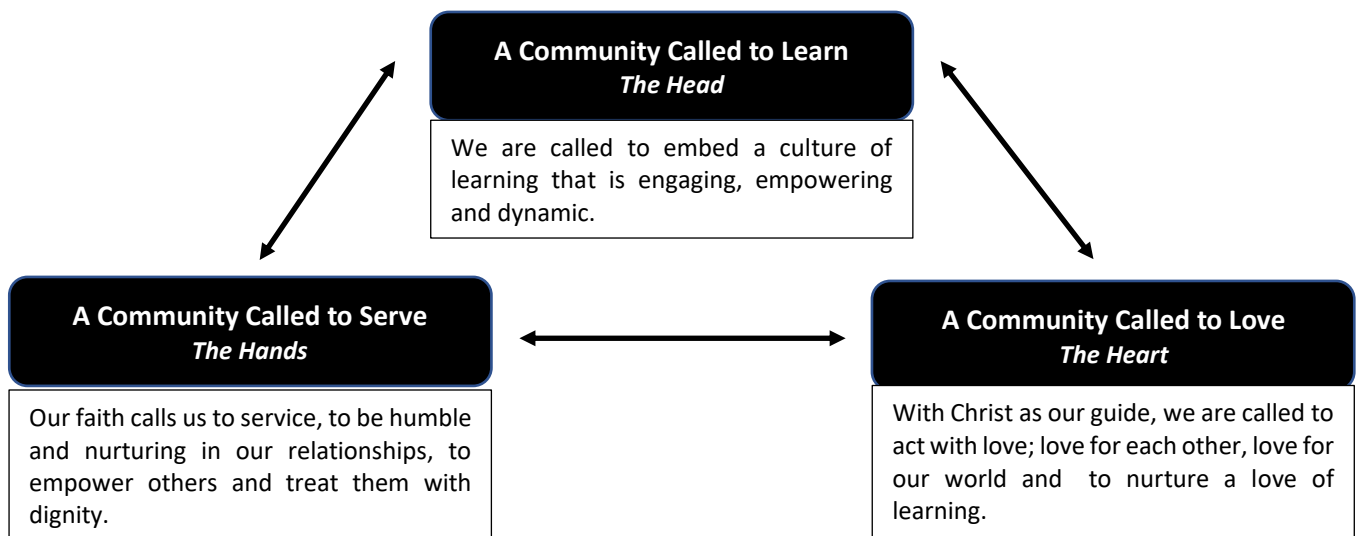
With Christ as our guide, and in a spirit of authentic partnership, St Lawrence of Brindisi Catholic Primary School is committed to developing a culture of nurturing relationships and dynamic learning, pursuing fullness of life for all.

MISSION STATEMENTS:

As a community of faith and following the example of St Lawrence of Brindisi, we are called to:

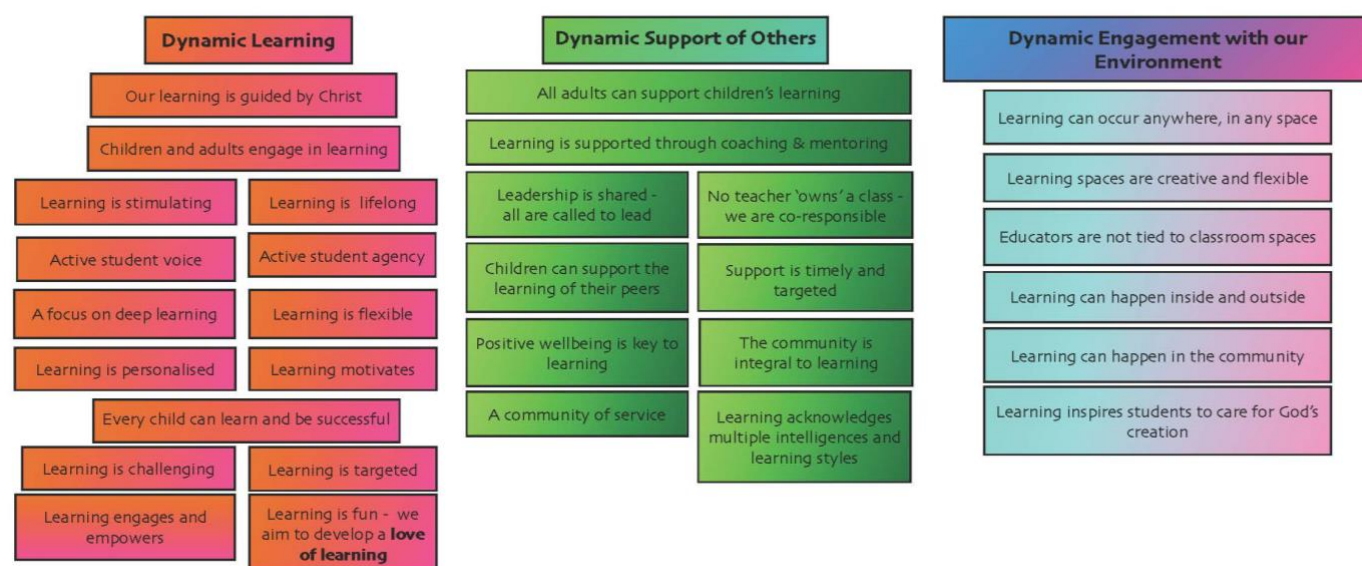
- proclaim the Good News, welcoming others to an encounter with Jesus Christ
- embed a community where faith, learning and life are brought into symmetry
- nurture authentic relationships with each other and live in harmony with God's creation through the intelligent stewardship of our environment
- embed a culture of deep learning that nurtures wonder, curiosity, and a love of learning, enabling each person to be the best that they can be
- empower others, respecting the sacred dignity of each person, embracing the difference and diversity of our community - act in a spirit of partnership and collaboration with our community, developing a culture in which all are welcomed, valued, and nourished
- foster a community of nurture and safety, where each person is inspired to excellence and to embrace life in all its fullness

OUR CULTURE OUR COMMUNITY - OUR THREE PILLARS:



'A light to the mind and a fire to the will'

A Community of Learning - The Three Gateways



DEPUTY PRINCIPAL LEARNING & TEACHING: POSITION EXPECTATIONS

At St Lawrence of Brindisi Catholic Primary School, we aim to embed a culture founded on our three pillars of **a community of learning, service, and love**. We are committed to being a school of welcome, respect and kindness; a community built on a partnership between students, staff, and families.

The Deputy Principal: Student Engagement is an Executive Leadership position and consequently plays a critical role within our school community. They will need to demonstrate the capacity to contribute confidently and positively to the leadership of St Lawrence of Brindisi Catholic Primary School community. This Deputy Principal will be responsible for leading, mentoring and supporting our staff in the development and improvement in the learning and teaching sphere within the school. The Deputy Principal: Learning & Teaching will specifically be empowered to work with the Senior Leadership Team and staff to implement the strategies of the MACS Vision for Instruction learning framework at St Lawrence of Brindisi.

The Deputy Principal: Learning & Teaching will build empowering, supportive and productive relationships with others and nurture all needs of the students in our school. They will engage in a productive relationship with the principal; one based on trust and mutual support and provide explicit leadership in the development of all three community pillars as a foundation in the achievement of our three gateways.

The Deputy Principal: Learning & Teaching is an Executive Leadership position and reports to the Principal.

DEPUTY PRINCIPAL: LEARNING & TEACHING: ROLE DESCRIPTION

RELIGIOUS DIMENSION SPHERE

- Nurture, develop and promote the Catholic identity of the St Lawrence of Brindisi Catholic Primary School community.
- Foster positive, productive partnerships with the parish priest and parish community of St Anthony of Padua, Melton South.
- Develop positive relationships with other schools within the parish and MACS community.
- Provide leadership in the teaching of Religious Education based on the new MACS Religious Education curriculum, embedding an RE curriculum that is engaging, purposeful and meaningful and which actively seeks to connect *faith to life* and *life to faith*.
- Lead a commitment to Catholic social teaching, social action and justice and focus on care for God's creation.

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LEARNING & TEACHING SPHERE

- Articulate an educational vision that is shaped by the school's Vision and mission embedding a learning culture of strong student achievement.
- Lead the implement of the MACS *Vision for Instruction*, supporting the staff to implement key strategies effectively, with fidelity and consistency.
- Lead and support professional learning F-6 in curriculum development guided by the Vision for Instruction and RE curriculum.
- Provide leadership to the curriculum leaders and build their capacity to support the Learning Community teams in specific curriculum areas, ensuring consistency within and across teams that is directly aligned to the *Vision for Instruction*.
- Lead the development of a culture of high expectations for both staff and students in learning and teaching.
- Embed the use of data-informed practice and effective reporting and assessment strategies that directly guide and inform student learning and staff planning.
- Provide leadership in developing a learning & teaching practices that support individual student needs within a diverse community.
- Provide leadership in developing a learning & teaching culture that nurtures student engagement and active student voice and agency in learning.
- Provide leadership in curriculum development (e.g., guaranteed curriculums, essential learnings, scope and sequence documents, assessment mapping etc).
- Provide leadership to the development of collaborative practice and the learning community model of practice (a PLC framework)
- In collaboration with the principal and Senior Leadership team, implement an effective, consistent feedback framework that supports the work of teachers and provides effective feedback to empower teachers to develop their instructional capacity.

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LEADERSHIP & MANAGEMENT SPHERE

- Lead the development of shared leadership framework and an effective Senior Leadership Team.
- Regularly and openly communicate with, both in and out of school hours and act in support of the principal in relation to school leadership matters, the management of the school and the tasks associated with the role of Deputy Principal: Learning and Teaching.
- Communicate as required with the allocated MACS Senior Manager, ensuring all such communication has been discussed prior with the principal.
- Share in monitoring Child Safety Standards within the school.
- Share in monitoring the Compliance obligations of the school.
- Act in accordance with the duties allocated by the principal.
- Share in the completion of administrative tasks required of the Executive Leadership Team.
- Take responsibility for the management of the school in the absence of the principal.
- Demonstrate organisational and personal skills which encourage and foster collaborative teamwork.
- Actively promote positive morale amongst all members of St Lawrence of Brindisi Catholic Primary School community.
- Contribute to the development of leadership processes, building a culture in which the talents and capacities of staff are recognised and engaged.
- Provide leadership and support in the implementation of Annual Action and School Improvement Plans.
- Provide leadership in the implementation of new initiatives and processes that support the development of St Lawrence of Brindisi Catholic Primary School.
- Support Curriculum Leaders in the provision of appropriate professional development in curriculum development, pedagogy and effective learning and teaching strategies aligned with the School Improvement Plan.
- Provide feedback, support and coaching to staff to implement of effective, nurturing student-focussed behaviour management frameworks within the school.
- Lead and support processes to promote the effective management of staff.
- Contribute to employment processes, including induction processes.
- Provide leadership in the use and monitoring of learning technologies within the school.
- Contribute to the ongoing management of the school.

STUDENT WELLBEING SPHERE

- Provide leadership in embedding a strong student wellbeing culture in the school,
- Provide leadership in embedding a learning and teaching culture that recognises the individual differences and needs of children, building the capacity of staff to provide targeted, timely and differentiated support when required.
- Provide leadership in embedding student wellbeing frameworks are effectively implemented.
- Provide leadership in the development of effective Child Safe practices within the school.

SCHOOL COMMUNITY SPHERE

- Support staff to effectively communicate with parents and guardians.
- Provide leadership in the development of a culture that engages and empowers parents, recognising the contribution they make to the culture of a school community.
- Lead the school in developing positive promotion of the school within the wider community, proactively engaging with multiple forms of communication and engagement.
- Demonstrate a capacity to lead and support a community that is rich in its diverse, multi-cultural background.

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