

**CRITERIA FOR APPOINTMENT  
PRINCIPAL  
SAINT FRANCIS XAVIER SCHOOL**

We seek a highly motivated, innovative and inspiring professional leader who can build on the school's current strengths and lead our school into the future.  
We expect our new Principal to have proven successful leadership experience, the ability to build collaborative relationships with staff, students, and the wider community, a strong focus on quality teaching and learning and a deep commitment to the school's Special Catholic Character.  
**A willingness and ability to take part in religious instruction appropriate to the Special Character of the school shall be a condition of appointment. The appointee will be required to recognise and accept a responsibility to maintain and preserve the Special Character of the school.**

Special Catholic Character	<ul style="list-style-type: none"> <li>• A strong understanding of and commitment to the Catholic Faith and Special Catholic Character</li> <li>• Qualifications – Classroom/Leadership Level Certification or at least the proven intent to gain the qualification</li> <li>• Experience in relation to Special Catholic Character</li> <li>• Understands the importance of the school charism, values and restorative practices, contributing his/her own related experiences or showing a willingness to learn</li> </ul>
Professional Knowledge and Practice	<ul style="list-style-type: none"> <li>• Current New Zealand Education Council Practising Certificate</li> <li>• Qualifications and Experience in relation to Teaching and Learning</li> <li>• Commitment to Teaching and Learning and ongoing professional learning for all staff</li> <li>• Sound knowledge of the NZ Curriculum, the NZ Religious Education Curriculum and current teaching and learning practices and developments</li> <li>• Proven successful teaching practice, with a central focus on each learner and their achievement</li> <li>• Can collaboratively develop a teaching and learning environment where students take ownership of their learning and become independent, self-directed learners</li> </ul>
Personal Attributes and Qualities	<ul style="list-style-type: none"> <li>• A person of integrity who leads by example</li> <li>• Is open to new learning, is innovative and responsive</li> <li>• Has energy, enthusiasm and a sense of humour</li> <li>• Is caring and compassionate</li> </ul>
Relationships	<ul style="list-style-type: none"> <li>• Has a professional approach to building and maintaining mutually respectful relationships in the school and community</li> <li>• Is approachable and conveys warmth, interest and empathy</li> <li>• Is a team builder skilled in working collaboratively</li> <li>• Communicates clearly and confidently</li> <li>• Believes in and trusts people, recognising and valuing their strengths, while able to ask the hard questions as needed</li> <li>• Recognises and respects the role and voice of parents and caregivers in the development of the school</li> </ul>
Leadership and Management	<ul style="list-style-type: none"> <li>• Is a confident and inspirational leader able to provide professional leadership, guidance and support</li> <li>• Can manage and motivate others to share and bring alive the school vision, beliefs, values, culture and high educational achievement</li> <li>• Has excellent management skills e.g. organisation, balanced decision making, time and priority management, stress management, constructive conflict management</li> <li>• Empowers others to take responsibility and grow leadership</li> <li>• Upholds the integrity and reputation of the school</li> </ul>