Appointment of the
Head of Junior School
For January 2024
Candidate Information Pack
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Welcome

It is with great excitement that we commence the search for our Head of Junior School, a key leadership role in one of South Australia’s leading schools for girls.

At St Peter’s Girls’ School, we focus on collaboration, creative thinking and innovation, seeking to foster independent thinking and instilling our core values of courage, creativity and compassion in every student.

We have a proud history of almost 130 years, providing outstanding educational opportunities for students from Early Learning to Year 12. Our all-in-one campus, located in leafy Stonyfell, just 5km from Adelaide’s CBD, boasts spacious grounds and state-of-the-art facilities.

The successful candidate will have significant experience across a range of key aspects of school life including teaching and learning, pastoral care, school operations, strategic planning and human resource management. We are seeking a candidate who demonstrates an exemplary level of professionalism with proven leadership abilities who will inspire staff and provide operational support across our ELC and Junior School.

The Head of Junior School will have a strong alignment with the values and culture of St Peter’s Girls’ School and a commitment to inspiring our students to become women of character and influence.

I invite you to read on to discover more about St Peter’s Girls’ School and the wonderful opportunity available for the right candidate to join us as Head of Junior School in January 2024.

Cherylyn Skewes
Principal
Our School

At St Peter’s Girls, we provide outstanding educational opportunities for over 1000 students from Early Learning to Year 12 in an engaging, collaborative and dynamic environment.

Our all-in-one campus is located in Adelaide’s picturesque foothills at Stonyfell, just 5km east of the CBD, and features a mix of historic and modern buildings surrounded by the tranquil bushland of Ferguson Conservation Park.

Our leading edge facilities include a Science Centre, Maker Space, Media Hub, Arts Centre, open and naturally-lit teaching and learning spaces, two libraries, a heated outdoor pool, gym, large sporting oval and netball/tennis courts.

Since 1894, the School has built upon the legacy of our founding Sisters, who were brave pioneers of girls’ education. Their daring vision and faithful determination continues to resonate with students today. Guided by their example, our holistic education encourages students to challenge, serve and lead with integrity and imagination in a global society.

We are an authorised IB PYP & DP World School.

Our Vision

St Peter’s Girls’ School: Inspiring women of character and influence

Our Values

Courage – pursuing opportunities with confidence and strength
Creativity – igniting our imagination to innovate and excel
Compassion – connecting with the global community through respect and service
Our School

Early Learners’ Centre

Our Early Learners’ Centre is the perfect place for girls and boys aged 2 - 5 to discover the unexpected, explore their senses and be a part of a community of lifelong learners. Our ELC is surrounded by the natural wonder of Ferguson Conservation Park and features thought-provoking outdoor play spaces and inspiring rooms.

Curriculum for Early Learners

Our education practice is underpinned by the International Baccalaureate Primary Years Programme (IB PYP) and influenced by the Reggio Emilia Philosophy which values each child as strong, capable and resilient. The PYP is implemented throughout our Junior School and supports a consistent inquiry-based learning approach.

We also embrace the National Early Years Learning Framework, Belonging, Being, Becoming. Our program has been developed with an emphasis on play-based learning, recognising the importance of social and emotional development, as well as communication. Opportunities are provided for children to access programs delivered by our specialist staff including Art, Chinese, French, Library, Music, Gross Motor Skills and Tennis.

Our Pathway to School

Our Pathway to School is a targeted ELC-to-school experience for all ELC children during the six months prior to their commencement as Receptions.

To complement the globally recognised learning experiences that already take place across our Centre, children are engaged in an extended range of focused learning opportunities aimed at preparing them for a successful and positive start to school.

Fundamental capabilities that are accelerated through our Pathway to School include social, emotional and self-management skills to further develop independence, organisation and resilience.
Our School

Junior School (Reception - Year 6)

At St Peter’s Girls, we recognise that quality junior schooling is the key to building a strong learning foundation. Students experience contemporary classroom learning, responsive and personalised wellbeing, specialist teacher programs and an extensive range of co and extra-curricular options.

International Baccalaureate Primary Years Programme (IB PYP)

Based on the International Baccalaureate Primary Years Programme (IB PYP), our Junior School Curriculum approaches teaching and learning through flexible and responsive methodologies. All students complete six Units of Inquiry throughout the year where they are encouraged to become probing and knowledgeable thinkers and communicators who engage in balanced and reflective risk-taking.

They study languages right from the outset, taught by the same highly-trained specialist teachers who mentor our older girls.

Wellbeing

We provide a nurturing and empowering community wellbeing program. Our values drive personal growth and social responsibility through service, challenge and a maturing awareness of the world around us. We help students to understand the importance of caring, not only for themselves and their peers, but also showing compassion for the local and global community.

The Junior School experience at St Peter’s Girls allows students to thrive academically while exploring their passions beyond the classroom walls. It prepares them for the next step in their schooling lives, creating a seamless transition into our Middle School.
Our School

Middle School (Years 7 - 9)

St Peter’s Girls’ Middle School is an engrossing learning environment that features open and flexible learning spaces and provides for the specific academic needs of adolescent girls, as well as their expanding and developing social, emotional, cognitive and spiritual domains.

We empower students to be versatile, ethical and motivated individuals who collaborate, communicate and think creatively to achieve their best. Students are offered a broad range of subjects, preparing them for the educational choices of our Senior School.

Our Middle School aims to provide a sense of belonging for each student. As part of our progressively challenging Outdoor Education Program, our girls are encouraged to connect with their peers, experience life outdoors and take controlled risks in beautiful natural settings.

Girls in Years 7 and 8 participate in our unique Futures program to cultivate an entrepreneurial mindset. Students develop independence, initiative and creativity as they seek out an authentic problem worth solving. We also offer a wide range of co-curricular opportunities across Sport, Music, Academia and Performing Arts to encourage students to pursue their individual interests and make connections with like-minded students.

Our Middle School sets our girls up for success and fulfillment as they prepare for the challenges of senior schooling.
Our School

Senior School (Years 10 - 12)

Building on the foundations cemented throughout our Junior and Middle Schools, our Senior School sets St Peter’s Girls apart as a leader in all-girls education, career preparation and wellbeing. It provides extensive academic choice with both the South Australian Certificate of Education (SACE) and the International Baccalaureate Diploma Programme (IB) on offer. The two curriculum pathways provide an outstanding platform for future learning and careers.

Year after year, our Senior School students excel in academics, achieving top accolades at STEM and Music competitions and completing their SACE or IB studies with distinction.

Our Senior Students are strongly encouraged to continue their participation in co-curricular opportunities across Sport, Music, Academia and the Performing Arts to continue the pursuit of their individual interests and prioritise their wellbeing as work demands increase.

We provide our students with the tools to become women of character and influence. Outstanding achievement, academically and otherwise, has been a hallmark of our graduates. Countless numbers of Saints Girls go on to realise their aspirations across a host of disciplines, shaping the world of today for the generations of tomorrow.
Our People

We recognise that the success of our school is only possible through the outstanding commitment and capabilities of our staff.

We seek to foster a school-wide culture of excellence that aligns with our values of courage, creativity and compassion. With relationships at the heart, our staffing structure, roles and responsibilities are designed to strengthen connections, foster collaboration and provide support as we strive to achieve the very best outcomes for our students.

We are committed to providing staff with professional development opportunities to empower them with practices and knowledge that improve student learning outcomes and develop personal capacity. We support staff ambitions and invest in their careers so they flourish professionally and personally.

Furthermore, we are focused on fostering a welcoming and diverse community that creates a sense of belonging and connection for families, students and staff alike.

Leading the School is our Senior Leadership Team including the Principal, Deputy Principal/Head of Senior School, Deputy Principal/Head of Middle School, Head of Junior School, Director of Teaching and Learning, Business Director and our Director of Enrolments, Marketing and Advancement.

A Career at Saints Girls

- Fantastic opportunity to work in a highly regarded independent school.
- Collaborative and passionate team environment with a connected and inclusive community.
- Internal and external professional development opportunities.
- Opportunities for interstate and international professional learning within our network of exchange schools.
- Contemporary and high-tech learning spaces.
- Opportunities to engage in co-curricular offerings and School events.
- Well-resourced and supported teaching and learning.
- Competitive salaries.
- Onsite parking.
The Role
Head of Junior School

The Head of Junior School is an inspirational and passionate leader, responsible for leading the vision and strategy of St Peter’s Girls’ Junior School in line with the School’s strategic directions. The role is a member of the Senior Leadership Team and reports directly to the Principal.

Key Responsibilities

The Head of Junior School will oversee the day-to-day running of the Junior School. In particular, the Head of Junior School will:

- Drive a culture of achievement and quality outcomes within the Junior School;
- Oversee the creation, design and implementation of contemporary and relevant curriculum frameworks from Reception to Year 6 in an IB PYP environment;
- Ensure the effective documentation, evaluation and ongoing review of the Junior School’s educational programs;
- Build a forward-thinking and dynamic teaching and learning community;
- Analyse student needs, develop and translate educational policy into appropriate programs which assist in meeting the learning needs of all students;
- Ensure that the School’s approach to teaching and learning considers the findings of reliable research and incorporates, as appropriate, current developments and “best practice”;
- Nurture a strong sense of community and foster mutually positive, supportive relationships with School families and other stakeholders;
- Manage Junior School professional learning in consultation with the Director of Teaching and Learning and provide programs to meet organisational and individual teacher professional learning needs, particularly fostering professional learning teams to improve educational outcomes for all students;
- Work closely with the Director of the ELC to ensure that educational philosophies, approaches to teaching and learning, and educational programs are well aligned in maintaining our continuous learning journey for our children from ELC into the Junior School;
- In close conjunction with the Director of the ELC, review, refine and monitor the processes for our ELC Pathway to School Program to maximise children’s smooth transition into Reception;
- Oversee the selection of teaching staff and the allocation of staff to teaching and other duties including the employment of short-term replacement teachers;
- Seek opportunity to model exemplary pedagogical practice and subject knowledge across the Junior School;
- Continue to review and refine the Junior School Wellbeing #EMPOWHER program, ensuring continuity across the sub-schools;
- Effectively and comprehensively maintain, review and implement policies and procedures;
- Oversee all Junior School operational issues and support the organisation of Junior School events and activities;
- Review the School’s current OSHC and Vacation Care Programs and implement changes to establish effective programs which are financially and educationally sound;
- Support the Principal in leading and managing the School as deemed necessary.

Candidate Information Pack | Head of Junior School St Peter’s Girls’ School  stpetersgirls.sa.edu.au
The Role
Head of Junior School

Direct Reports
- Deputy Head of Junior School/IB PYP Coordinator.
- Junior School teaching staff.
- Education Support Officers within the Junior School.
- Executive Assistant to the Head of Junior School (shared with Head of Senior School).
- OSHC staff.

Essential Skills & Experience
- University qualifications in education.
- Post-graduate qualifications in leadership and/or pedagogy are highly desirable.
- Demonstrated experience in educational leadership with a record of achievement in leading school change and development.
- Sound experience and skills in teaching and learning with appropriate tertiary qualifications.
- Demonstrated high level conceptual, analytical and planning skills.
- Excellent interpersonal skills including demonstrated skills in the management of parent school relationships.
- The expertise to lead and manage a diverse range of staff.
- Understanding of the philosophy of Reggio Emilia, which underpins ELC practice, to assist with the ELC to Junior School transition.
- Experience with the IB PYP program is desirable.
- Registration, or ability to gain registration, to teach in South Australia.
- Valid Working With Children Check (WWCC).

Conditions
This is a full-time, 5-year contract position with the opportunity for renewal. Salary will be determined based on relevant skills and experience. Out of hours work will be required, including possible interstate and overseas travel. This position receives six weeks’ annual leave, to be taken during school holiday periods, with other leave conditions as arranged with the Principal.
How to Apply

Please submit your application via SEEK or at: www.henderconsulting.com.au

Applications are to include a Covering Letter and Resume and should be addressed to Mr Andrew Reed.

For a confidential discussion, please contact Hender Consulting via (08) 8100 8827.