

1. POSITION IDENTIFICATION

POSITION TITLE	Dean of Students
REPORTS TO:	Principal Member of the College Leadership Team This role will involve a teaching component

2. THE ROLE

The Dean of Students is a key Senior Leadership Position in the College. As a member of the College Leadership Team along with the Principal and the Deputy Principals for Administration and Teaching & Learning, this person is a key stakeholder in the development and implementation of the strategic vision of the College.

The Dean of Students is the pastoral and wellbeing leader for the students. The Dean is required to actively contribute to the development of the Catholic ethos and culture of the College in the Oblate tradition. The Dean of Students will enable students to attain the beliefs, values, attitudes, knowledge, skills and practices that will enable them to achieve Christ's vision of the human person.

3. SCOPE OF THE ROLE

The Dean of Students has the following duties specific to the role:

College Planning

- Working directly with the Principal and in collaboration with the College Leadership Team (CLT) in the management and strategic operation of the College

Pastoral Care, Wellbeing and Behaviour

- Lead the pastoral care and wellbeing programs of the College. Leading the Mazenod Journey.
- Lead the Heads of Year body- Pastoral Leadership Team
- Develop and Lead House Identity
- Work with the Boarding Leadership Team
- Oversee and work with College Psychologists regarding student welfare.
- Develop, monitor, professionally upskill staff with the Pastoral Care Scope and Sequence.
- Meet with Pastoral Leadership Team and College Psychologists at least once per cycle to support their role regarding pastoral care.
- Manage the processes for student behaviour management, attendance and engagement (with Head of Year). Meet and manage parents in this regard.
- Liaise with external agencies regarding student welfare.
- New student induction.

Student Excellence and Leadership

- Work with Heads of Year to monitor student academic progress from Year 7-12.
- Lead student leadership program.
- Foster student leadership through the Prefects and student body.
- Provide leadership opportunities for Prefects and House Captains.

Learning

- Support the development, implementation and review of study skills approach (from Deputy Principal Teaching & Learning)
- Organise and conduct relevant Year-group parent information evenings

Other Duties

- Deputise for the Principal when required.
- Other duties as required by the Principal.

4. SELECTION CRITERIA

The Dean of Students shall:

- be committed to the teachings and values of the Catholic Church
- have a clear vision of the aims and role of an Oblate Catholic school, and actively support the ethos and values underpinning it
- have a well-informed understanding of contemporary practices, research and care in an all-boys' setting.
- be able to build effective teams within and across departments/sections and functions of a school.
- be able to demonstrate problem-solving skills, and have experience and commitment to collaborative leadership within a team environment
- demonstrate skills, experience and success in leadership, administration and organisation with the ability to manage time and competing priorities
- have the desire to lead cultural change and community development within a school environment
- Excellent communication skills (written and oral)
- Demonstrate a commitment to their own learning and be willing to engage in the requirements for Accreditation to Lead.