



Position Description

Position Title	Interim Head of Senior School
Department	Senior School
Reports to	Head of College through the Deputy Head of College
Direct Reports	N/A
Purpose and Objectives	St Peters Lutheran College is the pre-eminent coeducational day and boarding school in Brisbane. The Interim Head of Senior School is responsible to the Head of College through the Deputy Head of College for the day-to-day leadership and management of St Peters Lutheran College Senior School, ensuring the ethos, culture, policies, and programs align with the strategic directions of the College as a whole. Senior School at St Peters encompasses Years 10-12. Personal and professional attributes key to the success of this role include: • A committed Christian • A person whose educational and personal philosophies align with the mission and values of St Peters Lutheran College • Demonstrated leadership experience • A leader who sets high standards in areas of scholarship, personal behaviour and accountability • A person with a strong focus on collaboration and teamwork • A highly visible leader with executive presence, strong personal drive, and the energy to inspire and motivate others • A leader who understands and supports a focus on student learning and demonstrates effective instructional leadership • Demonstrates personal qualities of courage, resilience, and self-awareness with the ability to act with integrity and fairness, particularly under challenging circumstances. • Possess outstanding communication skills with the ability to engage with the broader school community - students, staff and parents • Able to think strategically and implement the Strategic Intent of the College • Possess a sound understanding of business acumen and the ability to operate the business needs of a contemporary school and workplace



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Key Accountabilities	As the Interim Head of Senior School, you will provide leadership and role modelling to achieve high standards of performance, accountability, collaboration, ethics, and integrity; ensure your work is delivered to achieve required outcomes on time and to budget; coach and develop other staff; and demonstrate a strong commitment to a positive workplace culture. The Interim Head of Senior School is accountable for: • Effective educational and organisational leadership of the Senior School, overseeing its day-to-day operation. • Development and implementation of the Senior School's annual operational plans to ensure the Mission and Vision is realized. • Actively supporting the Christian Ministry of the College and Senior School in particular, in accordance with the Teachings of the Lutheran Church. • Deploying effective strategies to lead, manage and implement change and continual improvement across the Senior School. • Oversight of student enrolment, student learning outcomes, student behaviour, pastoral care and the 'student experience.' • The quality delivery of all educational programs (both curricular and co-curricular). • Appointment, performance, management, and development of Senior School Staff. • Prudent management of Senior School facilities, grounds, and resources. • Planning for and management of the Senior School recurrent budget. • Assist in the positive promotion of Senior School to both internal and external communities. • Effective engagement, communication, and relationships with all stakeholders in Senior School and wider community. • Oversight and active management of compliance and risk issues and statutory and legislative requirements pertaining to Senior School. • Maintaining a safe and secure working environment for all staff, students, and visitors to the Senior School. • Teach up to a teaching load of 0.2 FTE • Other responsibilities as directed by the Head of College or the Deputy Head of College.
Committee Membership	Senior Leadership Team
Key Relationships	Internal: Head of College, Deputy Head of College, Senior and Corporate Leadership teams, Heads of Department, Health and Safety Consultation Group, staff.



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Selection Criteria	These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate. It is expected that the successful applicant holds or be eligible for registration with the Queensland College of Teachers and holds relevant qualifications in the field of education and leadership. SC1 – Demonstrated ability for leading, implementing, and sustaining change and strategic initiatives for agreed and impactful outcomes. SC2 – Demonstrated experience and track record in leadership and management of people, which results in the achievement of educational and organisational goals. SC3 – Demonstrated experience and knowledge in curriculum and pedagogical leadership that improve the learning outcomes for students. SC4 – Demonstrated skills and knowledge in student management, wellbeing, and pastoral care issues. SC5 – Demonstrated knowledge and understanding of school business and financial administration, and the policies and procedures expected of a contemporary workplace. SC6 – Demonstrated high level skills in establishing positive working relationships with senior leaders, staff, students, parents, and the wider community. Personal capabilities SC7 – Demonstrated ability to exemplify care, dignity, and respect, delivered through high personal accountability for professional workplace conduct. SC8 – Demonstrated commitment to reach their own potential (Plus Ultra) and in manner that aligns with the College's strategic and operational objectives and values. Christian Ethos SC9 – An understanding of, respect and demonstrable support for the College's Christian ethos.
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Position Status	Maximum Term Contract Full time
Hours of Duty	76 hours per fortnight Monday to Friday, 8am to 4pm All year
Classification	N/A
Annual salary	To be negotiated
Superannuation	12.75% employer contribution from 1 July 2025
Location	St Peters Lutheran College – Indooroopilly 66 Harts Road, INDOOROOPIILLY QLD 4068

Our Values

Professional Behaviours	Applicants are expected to respect and uphold the College's Mission of "Excellence in Christian Co-Education", support the Christian ethos of St Peters Lutheran College, and uphold the Code of Conduct and Valuing Safe Communities standards. All employees are expected to demonstrate courtesy, co-operation and teamwork with fellow members of staff, and actively and effectively participate in reasonable directions provided.
Child Protection	All employees of St Peters are required to complete annual Child Safety Training. New employees must complete this training upon commencement, and/or provide certificate of completion from previous workplace. Employees must understand and adhere to the College's Child Protection Policy and Procedures.
Health & Safety	All employees are required to take reasonable measures to protect their own health, safety and wellbeing, and that of others, and to follow all reasonable Health and Safety policies, guidelines, and directions. Managers hold additional accountability for operational management of safe work practices in their area, including making appropriate resources, information, and training available to their team members.



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Policies & Procedures	Employees are expected to understand and act in accordance with St Peters policy and procedure documents that are available on the College's intranet, relevant legislation and directions within the employment contract and/or Queensland Lutheran Schools Single Enterprise Agreement and take the responsibility to maintain currency with these.
Compliance Requirements	Right to work in Australia Current Blue Card and/or Queensland College of Teachers Registration. Identified positions will require additional security clearances. All successful candidates will be required to obtain and maintain currency and levels of security clearance. Timely completion of mandatory training requirements and training relevant to their role.
Other relevant information	The College will conduct relevant and required applicant checks which includes and is not limited to, contacting current and previous employer(s) to substantiate employment history, past conduct and performance. St Peters Lutheran College aims to be a preferred employer by fostering and valuing diversity, ensuring equitable and fair treatment for all, and respecting and upholding human rights. The College is committed to increasing the participation rate of Aboriginal and Torres Strait Islander people through best-practice recruitment methods and producing positive training and employment outcomes for Aboriginal and Torres Strait Islander people within the wider communities. The collection and handling of information will be consistent with the requirements of the <i>Privacy Act 1988</i>.
Further Information	Further information about St Peters can be found at www.stpeters.qld.edu.au

23 October 2025