



POSITION DESCRIPTION

Head of Teaching & Learning (Senior School)





Welcome to our School

Thank you for your interest in the role of Head of Teaching & Learning (Senior School) which oversees education excellence from Year 9 to Year 12 at all of our Victorian campuses in line with our One Haileybury model.

Haileybury is one of Australia's leading schools with five campuses in Victoria including Victoria's first private online school, Haileybury Pangea. We also have a school in Darwin, a school partnership in Tianjin, China and education programs in China, Vietnam, the Philippines and Timor-Leste.

We have four pillars that underpin our success; Education Excellence, Social Justice, Global Outlook and Enterprise and Entrepreneurship.

We believe in shaping the future of education and taking risks to ensure that we are at the forefront of delivery of education excellence. We also believe that every student and staff member matters every day and that high-quality education should have no geographic boundaries.

This role provides the opportunity for someone who is highly engaged, relational and creative to take the next step in their career.

If you share a passion for education and a commitment to excellence and hard work, we look forward to discussing the role with you.

Derek Scott
CEO | Principal



About Haileybury

Since 1892, when our doors first opened with five staff and 17 students in attendance, Haileybury has been a centre of continual development: learning, teaching and location have all undergone transformative change on our path to become the School we are today.

The School has enrolments exceeding 7,000 across its campuses and operations in Berwick, Brighton, Keysborough, Melbourne City, Haileybury Pangea, Darwin (Northern Territory) and across South East Asia in China, Vietnam, Timor-Leste, Vanuatu and Indonesia.

Haileybury has been endorsed as one of Australia's best schools with multiple awards from the Australian Education Awards, including Australian School of the Year, Primary School of the Year and Principal of the Year. In 2025 Haileybury was ranked by NewsCorp Media as the number one coeducational school in Australia. Based on national testing results Haileybury has also been ranked as the number one primary school in Victoria and the number two secondary school.

At Haileybury we use the motto that 'Every student matters every day' and this resonates through everything that we do, both in and out of the classroom.

Discover more:

www.haileybury.com.au

Our strategic plan

Our vision

To be recognised as a great world school.

Our mission

To deliver an exceptional educational experience that fosters the growth of each student through leading teaching and learning programs, a wide array of opportunities, within a culture of high expectations, empowering students to excel.

Our Magenta Principles

Everything that we do is centred around our Magenta principles, striving for and achieving more than expected. Our principles support and shape this in our daily work:

- Every student matters every day
- Every staff member matters every day
- Effective practices support sustainability
- One inclusive community

* zero tolerance for child abuse



Position details

Position title	Head of Teaching & Learning (Senior School)
Location	Any Melbourne campus
Reports to	Deputy Principal (Teaching & Learning)
Manages others	Yes – Heads of Department (Senior School)
Employment	Full time, permanent teaching role with 5-year tenured leadership role
Commencement date	January 2027 or by negotiation with CEO Principal
Salary range	By negotiation with CEO Principal

Role overview

The Head of Teaching & Learning (Senior School) is a pivotal leadership role responsible for driving the School’s vision and strategy in teaching and learning. Reporting to the Deputy Principal (Teaching & Learning) and collaborating with the Deputy Principal Head of Senior Schools, this role ensures the delivery of exemplary teaching and learning across all campuses, including Haileybury Pangea. The Head of Teaching & Learning (Senior School) is an exceptional leader who combines strategic vision with operational excellence. This role demands a high-performing individual with a proven track record in educational leadership, curriculum development, and team management.

Key responsibilities

- **Vision and Strategy:** Partner with the Deputy Principal (Teaching & Learning) to develop and implement the School’s educational excellence vision, including overseeing curriculum development, assessment and reporting.
- **Leadership and Development:** Lead, attract, and develop Heads of Department to maintain high performing teams.
- **Collaboration:** Foster a culture of collaboration to drive excellence across all departments, ensuring consistent and high-quality teaching and learning practices.
- **Compliance and Communication:** Oversee compliance with VCAA and VASS requirements. Update and communicate the VCE Handbook and relevant policies to students, staff, and parents, ensuring clarity and adherence to guidelines.
- **Professional Development and Support:** Organise and lead professional development, support recruitment, and enhance teaching performance across the School.

Key selection criteria

- **Exemplary Teaching Expertise:** Demonstrated excellence in teaching within Years 9–12, showcasing exceptional classroom practice and a deep commitment to fostering student engagement and academic success.
- **Intellectual Leadership and Curiosity:** Demonstrated intellectual strength and critical thinking, coupled with a genuine curiosity about the expertise and perspectives of others. Proven ability to leverage collective knowledge to drive improvement, evidence-informed practice, and outstanding educational outcomes.
- **Program Management Success:** Track record of devising, managing, and delivering complex and academically rigorous programs, achieving outstanding results and enhancing the overall educational experience.
- **Exceptional People Management:** Outstanding skills in leading and managing people, driving change, and optimising processes to ensure efficient and effective operations within the educational environment.
- **Comprehensive Understanding of Senior Schooling:** In-depth knowledge of the senior years schooling landscape, including curriculum requirements, assessment practices, and compliance regulations, enabling informed decision-making and strategic planning.

Other

- Current VIT registration
- Strong verbal, written and inter-personal communication skills
- High volume capacity to deliver at a fast pace, with empathy and creativity
- Highly organised administrative skills, including time-management.

Key relationships

- Deputy Principal (Teaching & Learning)
- Deputy Principal Head of Senior Schools
- Heads of Department (Senior School)
- Head of Senior School (Structure & Programs)
- Digital Learning Leader (Senior School)
- Campus-based Heads of Senior School
- Senior Curriculum Leaders (Junior and Middle School)
- Educators across all campuses

Academic qualifications

- Recognised teaching qualifications
- Postgraduate qualifications will be favourably considered.

Inherent qualities

Cognitive demands

- Ability to work with groups of young students and to handle multiple (sometimes competing) demands from them and from colleagues in a semi-structured environment
- Ability to carry out high-level responsibilities, and effectively interact and communicate with students
- Ability to make high level decisions and/or be involved in high-level decision-making
- Ability to be resilient when dealing with staff and students
Ability to perform role whilst managing students' behavioural demands.

Physical demands

- Ability to stand for long periods of time, to write on a whiteboard/screen, move freely amongst a class of students for up to seven hours per day and to work at a computer
- Ability to adapt a variety of body postures including prolonged standing, reaching overhead/forward, bending of back, squatting and rotation of neck
- Ability to lift/carry parcels of up to 5 kgs for short distances.

Full-time staff only

- Ability to manage students in a sporting situation, accompany students to sporting venues and assist with the delivery and demonstration of skills in training sessions
- Ability to coach in both indoor and outdoor environments
Ability to demonstrate sporting activities with the upper/lower limbs, move upper/lower limbs through a full range of movement and simultaneously coordinate upper limb/lower limb activity
- Ability to demonstrate sporting activities in a variety of environments which may include indoor/outdoor/water.

Environmental demands

- Ability to work in environments of variable noise levels, temperatures and weather conditions.
- Ability to assess whether Personal Protective Equipment (PPE) is required for particular activities and wear as appropriate.

General information

- Whole School leaders at Haileybury are expected to move between and work at all Melbourne campuses across the School. As such a current driver's licence and daily access to a vehicle are required
- Haileybury School leaders will need to work some evenings and weekends as required
- The successful candidate will be expected to support the vision and ethos of the School
- Staff must ensure that all decisions, pertaining to their role at Haileybury, are made in line with legislations and Haileybury Policies and Procedures as set out in the Staff Manual.

Commitment to child safety and wellbeing

Haileybury is a child safe organisation committed to the safety and wellbeing of children, with zero tolerance for child abuse in any form. The successful candidate is required to support Haileybury's child safety policies and procedures and commit to their implementation upon commencement.

The successful candidate must provide a safe physical and emotional environment where students are respected and treated with dignity in an appropriate, professional and caring manner; be aware of, understand and ensure compliance with Haileybury's Child Safety Code of Conduct, the Child Safe Standards, and all relevant policies and procedures; complete Child Protection training requirements; take all reasonable steps to protect students from abuse; and report any reasonable belief that a child's safety is at risk.

Applicants should be aware that we undertake Working with Children Checks, Nationally Coordinated Criminal History Checks and reference checks in accordance with our policies.

Further information

Further information about this position is available from:
Anna Sever, Deputy Principal (Teaching & Learning)
anna.sever@haileybury.com.au



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