

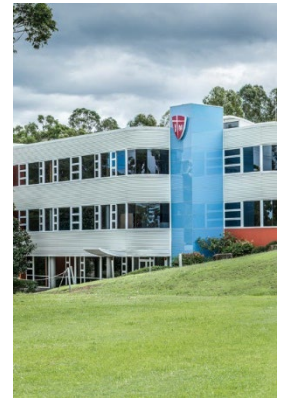


John Paul College
Unity | Christ | Learning



Dean of Pedagogy (Primary)

2026



Position Purpose

The **Dean of Pedagogy (Primary)** provides strategic leadership in the development and implementation of high-impact teaching and learning practices across the Primary School.

The role has a direct and measurable impact on building the capacity of teachers, embedding a shared pedagogical vision, and driving improvement in student outcomes.

As a senior instructional leader, the Dean leads the implementation of the College's Pedagogical Framework and Performance and Development Framework and ensures alignment with the International Baccalaureate Primary Years Programme (PYP) and Australian Curriculum.

About John Paul College

John Paul College is one of Queensland's largest independent Early Learning to Year Twelve co-educational schools. Founded in 1982 as the state's first Christian ecumenical school, we have a collective enrolment of over 2,300 students.

John Paul College delivers a contemporary education grounded in traditional values. Our people are at the heart of all we do, and this is reflected in our purpose: To Educate, To Inspire, To Make A Difference.

Located 20 minutes south of Brisbane's CBD, the natural bushland campus features extensive and modern facilities to support a leading-edge technology program and wide-ranging cultural and sporting opportunities.

Our Purpose

Develop ethical, creative and service-oriented thinkers who thrive in a complex global environment.

Our Mission

To accelerate our dynamic learning community, igniting excellence in all.

Our Value Proposition

John Paul College delivers a contemporary co-education grounded in traditional values. We create opportunities and pathways for all students to excel, develop character and become world-ready within our culturally diverse and inclusive community.

Our Values

Mutual Respect

We show mutual respect by:

- Accepting others, celebrating our diversity and individuality
- Ensuring fairness and equity in every interaction
- Being patient and tolerant with each other

Integrity

We act with integrity by:

- Demonstrating honesty and truthfulness
- Leading honourable lives with humility
- Taking responsibility and meeting our obligations

Compassion

We live with compassion by:

- Showing kindness and love to others
- Caring for the vulnerable and marginalised in our community
- Generously giving of ourselves through active service

Excellence

We strive for excellence by:

- Seeking knowledge and a deep understanding of the world
- Rising to the challenge of the complex, difficult and unfamiliar in our lives
- Setting and achieving aspirational goals.

Reporting relationships

The Dean of Pedagogy reports to the Deputy Principal - Head of Primary School.

Direct reports: The Stage Leader (Prep to Two), Early Career Teachers, The PA to the Deans (Primary), NMLC Staff

Key Liaisons: The Dean of Pedagogy - Primary has formal and informal interactions with the Principal, members of the Executive Team, the EA to the Principal, EA to the Deputy Principal- Head of Primary, Deans (Primary School), Head of Early Education, Classroom Teachers, Diverse Learning Team, students and parents.

The Dean of Pedagogy - Primary also works closely with the Dean of Studies – Primary School, Dean of Academic Welfare - Primary School, Dean of Studies - Secondary School, Dean of Academic Welfare - Secondary School, and Dean of Pedagogy - Secondary School.

Key responsibilities – Primary School Deans

The Deans are responsible for leading with vision, purpose, and a deep commitment to enhancing the quality of teaching, learning, and wellbeing across the Primary School.

It is expected that all Deans will:

- Take a proactive leadership role in the development, articulation, and implementation of the John Paul College Strategic Vision, ensuring alignment with whole-school priorities and initiatives across the Primary School.
- Drive consistency and excellence in teaching and learning by modelling high-impact teaching strategies, supporting pedagogical alignment with the College's frameworks, and embedding a culture of continuous improvement.
- Work in partnership with the Deputy Principal- Head of Primary and other Deans to build teacher capacity through coaching, mentoring, and the implementation of the Performance and Development Framework.
- Lead the systematic use of data and evidence-informed practice to improve student learning outcomes, identify cohort trends, and design targeted interventions that have measurable impact.
- Ensure the academic progress, pastoral care, and wellbeing of all students are central to the operations of the Primary School, through collaborative planning and oversight of programs that support student growth.
- Be visible, present, and actively engaged in the daily operations of the Primary School, demonstrating strong relational leadership and supporting staff, students, and families.
- Assist with daily staffing, including managing staff absences, liaising with relief teachers, and supporting the effective coordination of timetables to ensure continuity of learning.
- Champion and contribute to whole-school events and initiatives, including co-curricular programs, parent engagement forums, information evenings, and orientation programs.
- Ensure accessibility and responsiveness through an "Open Door" approach to staff, students, and parents, fostering a culture of trust and relational care.
- Stay informed of contemporary educational research and best practice, and actively lead professional learning and innovation in pedagogy, assessment, and curriculum design.
- Collaboratively oversee the performance, development, and wellbeing of academic staff, including contributing to recruitment, induction, and review processes.
- Promote the effective and ethical use of digital tools to enhance learning, streamline communication, and support data-informed teaching practices.
- Build strong cross-campus connections, particularly with the Secondary Deans, to ensure continuity, alignment, and shared vision from Kindergarten to Year 12.
- Monitor and manage allocated budgets, resources, and operational plans aligned to strategic goals and student learning priorities.
- Model and uphold the John Paul College values of mutual respect, integrity, compassion, and excellence in all interactions and decisions.

- Undertake other duties aligned to the role and the strategic priorities of the College, as directed by the Principal or their representative.

Key responsibilities – Dean of Pedagogy (Primary)

The Dean of Pedagogy will:

1. Build Teaching and Learning Capacity

- Design and lead high-quality professional learning programs aligned with the College's strategic plan, focused on building instructional capacity across year levels and disciplines.
- Model and promote evidence-based pedagogical practices, including High Impact Teaching Strategies (HITS), with a focus on differentiation, feedback, and visible learning.
- Drive a culture of reflective practice through instructional coaching, learning walks, and peer observation models that build professional expertise and collaboration.
- Lead and implement a comprehensive Early Career Teachers Program, ensuring mentoring, coaching, and professional learning is targeted to support induction, development, and retention of high-quality early career teachers.

2. Pedagogical Framework Implementation

- Embed the College's Pedagogical Framework in daily teaching practice by developing a shared understanding of effective teaching across the Primary School.
- Lead professional learning focused on the framework's key elements, ensuring alignment to curriculum, planning, assessment, and reporting processes.
- Promote and sustain pedagogical consistency through curriculum documentation, unit planning templates, and collaborative moderation.

3. Performance and Development Framework

- Oversee the implementation of the College's Performance and Development Framework to ensure all staff engage in goal-setting, feedback, and reflection aligned to AITSL standards and the College's Pedagogical Framework.
- Lead the development and execution of professional growth plans, mentor staff through feedback cycles, and monitor progress to ensure meaningful professional improvement.
- Support the identification and development of emerging teacher leaders through targeted coaching and capacity-building initiatives.

4. Strengthen the Primary Years Programme (PYP)

- Lead the IB PYP as an informed, reflective practitioner within the PYP framework to create positive learning environments which motivate and challenge all learners to be internationally minded by developing and extending staff teaching capabilities.
- Lead the strategic development and review of the PYP Framework to ensure vertical alignment and coherence across all year levels.
- Facilitate the review and enhancement of the Programme of Inquiry, ensuring conceptual understanding and international-mindedness are deeply embedded.
- Coordinate the PYP Exhibition and support ongoing reflection and evaluation processes, including IB self-studies, programme development plans and evaluation visits.
- Record, collate and archive materials relevant to the PYP.
- Co-ordinate, communicate and meet with staff and parents, through meetings, orientations, information sessions, workshops, newsletters and publications.
- Attend PYP network meetings, representing the College through shared agenda items and leadership.
- Liaise with other schools to share resources and training opportunities.

5. Collaborative Planning and Curriculum Leadership

- Lead and facilitate high-impact, collaborative planning sessions across the Primary School that focus on enhancing teaching and learning practice, improving student outcomes, and building teacher capacity.

- Ensure that planning sessions are well-structured, purposeful, and professionally enriching, with clear agendas, shared outcomes, and a strong focus on curriculum alignment and pedagogical intent.
- Guide year-level and specialist teams in the development of transdisciplinary, conceptually rich, and inquiry-based Units of Inquiry that align with the PYP framework and meet the expectations of the Australian Curriculum (Version 9.0).
- Ensure that planning is data-informed, student-centred, and responsive to cohort needs, while promoting deep learning, differentiation, and the integration of general capabilities and cross-curricular priorities.
- Foster a culture of professional dialogue and reflection during planning, encouraging collaboration, innovation, and shared responsibility for student growth.
- Hold teams accountable for timely preparation, evidence-informed contributions, and implementation of agreed planning decisions in classrooms, ensuring fidelity between planning and practice.
- Promote the effective use of the school's pedagogical framework and High Impact Teaching Strategies as anchors for curriculum design, instruction, and assessment practices.
- Work collaboratively with Stage Leaders, the Dean of Academic Welfare, and the Dean of Studies to ensure cohesion across curriculum, pedagogy, and assessment from Kindy to Year 6.

6. People and Capabilities Liaison

- Develop and lead the Professional Renewal process, ensuring that all staff engage in meaningful, evidence-informed professional growth aligned with the John Paul College Performance and Development Framework.
- Oversee teacher appraisal processes, ensuring they are fair, developmental, and aligned with strategic and pedagogical goals.
- Manage all aspects of teacher registration processes, ensuring compliance with relevant regulatory authorities and supporting staff through initial and ongoing registration requirements.
- Establish and oversee effective orientation and induction processes for relief teachers, ensuring continuity of learning and alignment with College expectations.
- Provide oversight and support for pre-service teachers, including mentor teacher engagement, placement quality, and alignment with College teaching practices.
- Liaise with the Human Resources team to ensure all new staff participate in a comprehensive, values-aligned orientation and onboarding program that supports successful integration into the culture and expectations of John Paul College.

Other Responsibilities

- Provide oversight of staff management and contribute to a positive and productive staff culture.
- Attend key school events and functions as required, representing the College and supporting community engagement.
- Contribute to school marketing efforts, including providing input into promotional material, tours, and communications.
- Participate in new student interviews, supporting enrolment processes and student transition into the Primary School.
- Conduct regular classroom visits to support instructional improvement, staff visibility, and student engagement.
- Oversee function requests and ensure risk management forms are completed and compliant for events and excursions.
- Prepare regular reports for the Deputy Principal- Head of Primary and Principal, providing updates on pedagogical progress, staff development, and teaching and learning initiatives.
- Assist with student supervision as required, ensuring safe and orderly environments during non-instructional times.

Leadership Responsibilities

- Serve as a key member of the Primary School Leadership Team, contributing to strategic decisions around curriculum, teaching and learning, staffing, and culture.
- Mentor and support Stage Leaders and Year Level Coordinators and teachers to strengthen

instructional leadership across the school.

- Lead innovation in curriculum design, including integration of general capabilities and cross-curricular priorities.
- Build a strong culture of trust, professionalism, and high expectations in teaching practice.

Skills and abilities

- Demonstrates outstanding interpersonal and relational leadership skills, with the ability to consult, collaborate, influence, and engage effectively with staff, students, parents, and key stakeholders.
- Proven ability to translate the John Paul College Strategic Vision into impactful daily practice, aligning teaching and learning with whole-school priorities.
- Maintains a deep and current understanding of evidence-informed pedagogy, curriculum design, and student wellbeing, and applies this knowledge to lead instructional improvement.
- Demonstrated capacity to lead and work collaboratively in a high-performing, dynamic environment, fostering a culture of trust, shared responsibility, and continuous growth.
- Possesses high-level written and verbal communication skills, with the ability to prepare clear reports, facilitate professional dialogue, and communicate complex ideas effectively.
- Strong strategic thinking and planning skills, including the ability to set direction, implement action plans, and evaluate the impact of initiatives on student learning and staff development.
- Committed to personal and professional growth, engaging in ongoing professional learning and reflective practice to enhance leadership effectiveness.
- Acts as a senior leader within the College, demonstrating professionalism, integrity, and full alignment with the vision and direction of the Principal and Executive Leadership Team.

Additional requirements

All employees of John Paul College are required to:

- Maintain a degree of flexibility in working hours from time to time as required for the position, including attendance at functions and events early in the morning, in the evening and on weekends.
- Accept that the College reserves the right to modify the position to meet its operating needs
- Assist and relieve in other positions from time to time.
- Demonstrate support for the College's philosophy, policies and procedures and core values.
- Undertake other reasonable and relevant duties within skills, knowledge and capabilities and as directed by the Principal or their representative.
- Support the College's core values and College's Christian Ecumenical ethos.

This position involves working with children. The successful applicant will be required to undergo employment screening in accordance with legislative requirements for child-related employment, including holding and maintaining a current Working with Children Check (Blue Card) and registration with the Queensland College of Teachers (QCT)

Qualifications

- A Master's degree in Education or a related field is preferred.
- Current registration with the Queensland College of Teachers (QCT).
- Current certification in First Aid.

Experience

The Dean of Pedagogy is an accomplished educator and strategic leader with a demonstrated record of impact in improving teaching practice and student learning outcomes across a whole-school setting. This role requires a depth of pedagogical leadership experience within the independent education sector, including evidence of leading initiatives that have strengthened curriculum design, enhanced instructional quality, and supported measurable academic growth.

The Dean brings experience in PYP coordination or leadership, with an understanding of transdisciplinary, concept-driven learning and the ability to align the IB Primary Years Programme with the Australian Curriculum. The role demands proven capacity to embed the PYP framework in a way that fosters deep conceptual understanding, learner agency, and international-mindedness across the school.

The Dean of Pedagogy demonstrates a strong commitment to educational excellence and is able to clearly articulate and enact a shared educational vision. They are highly effective in designing and implementing school-wide approaches that respond to diverse learner needs and evolving curriculum demands.

This leader is recognised for their ability to inspire, empower, and build capacity in others. Through strategic coaching, collaborative planning structures, and evidence-informed professional learning, the Dean drives consistent and sustainable improvement in teaching and learning across the Primary School.

Selection criteria

1. Demonstrated experience and a proven record of impact in a senior pedagogical leadership role within a primary school context, preferably in the independent sector.
2. Deep understanding of contemporary research, trends, and best-practice approaches in both student wellbeing and primary years pedagogy, including the integration of curriculum, assessment, and inquiry-based learning.
3. Strong working knowledge of the IB Primary Years Programme (PYP) and its alignment with the Australian Curriculum (Version 9.0), with demonstrated capacity to lead curriculum development and implementation.
4. Recognised as a highly accomplished and effective primary educator with a track record of driving improvements in teaching quality and student outcomes.
5. Highly proficient in the use of Microsoft Office and other digital platforms to support planning, communication, and data-informed decision-making, with the capacity to learn new systems efficiently.
6. Excellent interpersonal and communication skills, both written and verbal, with the ability to build strong relationships and communicate effectively with a wide range of stakeholders.
7. Demonstrated ability to lead and work collaboratively as part of a high-performing team, while holding others to high standards of professionalism, accountability, and performance.
8. Commitment to modelling and promoting the College's core values of mutual respect, integrity, compassion, and excellence in all aspects of leadership and practice.

Employment Conditions

- This employment is Award Free
- This is a maximum term five-year full-time appointment with potential for additional five years at the Principal's discretion
- Six (6) month probationary period applies
- Full-time basis: 38 hours per week
- Annual leave: six (6) weeks per year
- Total Employment Cost (TEC) package including superannuation and leave loading
 - Salary paid fortnightly in full compensation for all time worked and includes all legislative entitlements including but not limited to overtime, penalty rates, and allowances
- College uniform not required