

Ignite ambition



John Paul College
Unity | Christ | Learning



Position Title	Head of Faculty - The Arts
Department/Faculty	Secondary School – The Arts
Classification	John Paul College EBA – Band 6 Step 1
Employment Type	Maximum Term Contract
Reporting Manager	Dean of Studies - Secondary
Prepared	October 2025
Updated	March 2026

About John Paul College

John Paul College (JPC) is one of Queensland's largest independent co-educational schools, offering a seamless learning journey from Early Learning to Year 12. Established in 1982 by the community for the community, our motto – Unity | Christ | Learning – continue to guide our mission of nurturing exceptional individuals with courage, integrity and a commitment to enrich society.

Our diverse community includes more than 2,400 students from ELC to Year 12, including our John Paul International College English Language Pathways. We develop ethical, creative and service-oriented thinkers who thrive in an increasingly complex global environment, grounded in Christian Ecumenical values welcoming all faiths and backgrounds.

Set on 33 hectares in Daisy Hill, Logan, our campus combines outstanding facilities with a future-focused education. Innovative learning spaces, sporting ovals, aquatic centres and a highly accredited Outside School Hours Care program support every aspect of student growth.

Guided by our mission to accelerate a dynamic learning community and ignite excellence in all, we nurture learners who are confident, adaptable and compassionate, ready to lead and serve in a multicultural, multi-faith global society.

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.

Position Purpose

The **Head of Faculty** provides leadership of learning for The Arts, both visual and performing.

Reporting Relationships

The **Head of Faculty - The Arts** reports to the Dean of Studies for the Secondary School.

Direct reports: Faculty Teachers,

Key Liaisons: The Head of Faculty has formal and informal interactions with the Principal, Deputy Principal – Head of Secondary School, members of the Executive Team, Primary Deans, Secondary Deans, Learning Assistants, Curriculum Assistant(s), Head of Performing Arts Co-Curricular, staff, students and parents.

Key Responsibilities

Heads of Faculty will:

- Take a proactive role in the development, articulation and implementation of the John Paul College Strategic Vision under the direction of the Dean of Studies.
- Lead learning and ensure that the promotion of learning is the priority of all teachers and students.
- Stay up to date with current research and pedagogical practice and actively promote best teaching practice.
- Lead and Support colleagues to promote learning and achievement of students at John Paul College in alignment with the strategic intent of the College.
- Promote innovative, appropriate and relevant use of technology, both in the delivery of curriculum and the sharing of information and data.
- Develop and monitor budgets as appropriate.
- Model the John Paul College values of mutual respect, integrity, compassion and excellence.

The **Head of Faculty – The Arts** provides leadership of teaching, learning and curriculum within The Arts (Visual and Performing Arts). This role is specifically focused on the academic program and does not include responsibility for co-curricular or extra-curricular arts activities. The **Head of Faculty - The Arts** will:

Provide leadership of learning

- Lead learning in The Arts with both vision and innovative practice.

Develop curriculum

Develop the Arts curriculum to maximise student engagement and achievement. At the same time ensure students are adequately prepared to follow their pathway of choice.

Lead a team of educators

Build a collegial team of teachers who promote student achievement by providing:

- Quality structured teaching.
- Appropriate student feedback.
- Targeted student learning habits (DARTS).

Communicate thoroughly and effectively to stakeholders

Ensure staff, parents and students receive quality information on student academic progress in a proactive and sensitive manner.

Facilitate teacher development and career progression

Lead The Arts Faculty in professional renewal and appraisal processes and promote appropriate professional learning opportunities for each faculty member.

Manage Budgets

Prepare and operate a budget that reflects good stewardship practices and is in line with the strategic direction of the College. This will be carried out in consultation with the Dean of Studies and the Deputy Principal - Head of Secondary School.

Skills and Abilities

The **Head of Faculty - The Arts** will:

- Demonstrate outstanding interpersonal skills including a demonstrated ability to consult, negotiate, interact and manage staff, students and parents or other stakeholders.
- Demonstrate an understanding of and commitment to the John Paul College Strategic Vision and an ability to translate this into day-to-day practice.
- Demonstrate up-to-date knowledge and understanding of current evidence-based best practice in curriculum instruction within their faculty.
- Demonstrate outstanding leadership of learning within their faculty.
- Demonstrate a proven ability to work collaboratively and energetically within a dynamic organisation.
- Possess excellent written and verbal communication skills.
- Have a proven ability to think and plan strategically, form and carry out action plans and eventuate outcomes.
- Be committed to their own continued self-improvement through professional learning
- Operate as a leader fully supportive of the Principal.

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 and will be subject to satisfactory employment screening for child-related employment in accordance with the law.

Qualifications

- A postgraduate degree in education is preferred.
- Current registration with the Queensland College of Teachers.
- Senior first aid certificate.

Experience

The **Head of Faculty – The Arts** is an accomplished educator and leader of educators who has demonstrated a proven track record of faculty leadership in the independent education sector.

The **Head of Faculty – The Arts** will also have a demonstrated commitment to achieving excellence in education, the communication of an educational vision and passion for the development of an educational approach that meets the needs of all students, together with a proven capacity to lead, motivate and inspire staff.

Selection Criteria

1. Demonstrated experienced and exemplary track record in a similar role.
2. Deep knowledge of contemporary issues, trends and developments in curriculum relevant to the faculty.
3. Outstanding knowledge of the faculty curriculum, including effective implementation, assessment and pedagogy.
4. Demonstrated track record of leadership of a team of accomplished educators.
5. Track record of student achievement and quality outcomes in the faculty area.
6. Track record of achievement as a highly accomplished secondary school educator.
7. Advanced skills in all Microsoft applications and the ability to learn new systems in a timely manner.
8. Excellent oral and written communication.
9. Willingness to support the College's core values.

EBA Conditions

- This employment is covered by the *John Paul College Enterprise Agreement 2025 ("The Agreement")* as amended from time to time.
- The classification for this role is Band 6 Level 1 as detailed in Schedule 1
- This is a maximum term full-time appointment with potential for additional extension of contract at the Principal's discretion
- The Head of Faculty role will provide a 0.4FTE load release time from your classroom teaching duties.
- College uniform not required