



*Nurturing Independence, Transforming Lives*

St Gabriel's School, Castle Hill is a Catholic Co-educational school in the Edmund Rice tradition from Years K-12 and caters for students with a sensory disability and/or a mild to moderate intellectual disability, including autism and communication difficulties. St Gabriel's School offers small classes, excellent facilities and provides personalised NSW Educational Standards Authority (NESAs) education programs. Working at St Gabriel's School, Castle Hill means joining a proudly Catholic school in the Edmund Rice Tradition. We are a community known for its inclusivity, expertise and dedication to our students, education and to each other.

***We are seeking applicants for the following position:***

***Head of Wellbeing - Full time permanent position -  
Beginning Term 1, 2022***

We have a wonderful opportunity for a self-motivated, professional, and dedicated **Head of Wellbeing**. Reporting to the Principal, you will be responsible for the pastoral and wellbeing of students in Years K-12 including oversight of school wide positive behaviour, student attendance, student leadership, camps and assemblies, student function and events and professional learning opportunities for staff in related areas.

The Head of Wellbeing heads a team of classroom teachers in ensuring these responsibilities are met. As a professional teacher in a position of leadership, the Head of Wellbeing is expected to be an active member of appropriate professional associations and take a lively interest in his/her own professional development.

***Key Responsibilities:***

- Be a member of and contribute to the School Executive Team responsible to the Principal for the wellbeing of staff, students and the broader School community;
- Model sound classroom teaching practice;
- Support the development and maintenance of a School environment which is conducive to optimal learning outcomes for all students;
- Ensure staff and students are informed about the principles, policies, procedures and expectations relating to the care and wellbeing of students, including behaviour management and anti-bullying and harassment;
- Implement family support programs for parents, siblings related to areas of wellbeing
- Promote positive relationships and standards of behaviour within the School, which reflect Gospel values and provide a safe environment for students, staff and visitors;
- Oversee and regularly review student behaviour and associated management processes, including practices to promote positive behaviour and collaborate in related policy development;
- With the School Executive Team, help facilitate professional learning and development of staff, particularly in relation to student wellbeing and positive behaviour support;

***Essential Criteria:***

- Demonstrate a commitment to the Catholic and Edmund Rice ethos of the School;
- Demonstrate qualifications and experience appropriate to the wellbeing of students;
- Knowledge of and commitment to the School Vision and Mission, Strategic Goals and the EREA Charter and Touchstones;
- Give witness to Catholic values in carrying out his/her duties, particularly in relation to the care and management of students and promote student care and management practices in the School which reflect those values;
- Experience in working with students with a range of disabilities, across all key stages with experience in delivering the Life Skills curriculum in Years 7-12;



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- Accredited at Proficient Level through NESAs;
- An ability to deliver engaging and differentiated lessons;
- An ability to organise and direct teaching and support staff;
- Display excellent interpersonal, communication and organisational skills;
- Demonstrated commitment to student wellbeing;
- Proven ability to build and maintain positive relationships;
- An understanding of current educational issues, curriculum requirements and assessment;
- Acts professionally and maintains confidentiality.

***Desirable Criteria:***

- Qualifications or study in the area of Special Education at Masters level;
- Experience in teaching students with sensory needs such as hearing or vision impairment;
- Holds a Light Rigid Licence or willingness to drive a 12-seater school van;
- Be an active member of appropriate professional associations.

For further enquiries and a role description, please contact Ms. Jacqui Cashmore – Deputy Principal, St Gabriel's School email: [cashmore@stgabriels.nsw.edu.au](mailto:cashmore@stgabriels.nsw.edu.au) or phone: (02) 9634 2367

Written applications and a curriculum vitae, with three nominated referees, should be forwarded in writing or email by 4.00 p.m. Friday 24<sup>th</sup> September 2021.

The Principal  
Mr Jon Franzin  
St Gabriel's School  
P.O. Box 6126 Baulkham Hills. NSW. 2153 - Ph: 9634 2367  
**Email: [recruitment@erses.nsw.edu.au](mailto:recruitment@erses.nsw.edu.au)**