ASSISTANT PRINCIPAL

St Thomas' Primary School, Claremont WA

Inspire Faith. Lead Learning. Build Community.

Founded by the Presentation Sisters in 1908, St Thomas' Primary School is a vibrant single-stream Catholic co-educational primary school catering for approximately 180 students from Pre-Kindergarten to Year 6. The school is committed to educating the whole child in a Christ-centred, child-focused and safe learning environment. Guided by Gospel values and the charism of the Presentation Sisters, our community enjoys a strong partnership with the parish and has an excellent reputation for fostering academic excellence, student wellbeing and authentic relationships.

An exciting opportunity exists for an enthusiastic, faith-filled and dynamic leader to join our Leadership Team as **Assistant Principal**, commencing **1 January 2027**.

The successful applicant will be an instructional leader who inspires excellence in others, builds strong relationships and contributes positively to the faith life, strategic direction and ongoing success of our school community. This is an ongoing leadership position.

Selection Criteria

The successful applicant will demonstrate:

- A commitment to the mission and values of Catholic Education and the ability to strengthen the Catholic identity of the school.
- Capacity to lead faith formation, Religious Education and liturgical experiences within the school community.
- Strong instructional leadership and a sound understanding of contemporary teaching, learning and curriculum practices.
- The ability to use student achievement and wellbeing data to improve outcomes for all learners.
- Experience in mentoring, coaching and supporting the professional growth of staff.
- Capacity to lead school improvement initiatives and contribute to the strategic direction of the school.
- Highly developed interpersonal and communication skills, with the ability to build positive relationships within the school, parish and wider community.
- A commitment to fostering a collaborative, inclusive and wellbeing-focused school culture.
- Strong organisational and administrative skills, including the management of school processes, compliance requirements and accountability obligations.
- A strong commitment to child safety, a willingness to lead safeguarding practices, and the ability to meet professional, governance and compliance responsibilities.
- The ability to work effectively as a proactive and collaborative member of the Leadership Team.

Qualifications and Requirements

Applicants must possess:

- Appropriate four-year tertiary teaching qualification.
- Current Teacher Registration with the Teacher Registration Board of Western Australia.
- Current Working with Children Check.
- At least seven years teaching experience.
- Accreditation to Teach Religious Education
- Accreditation to Lead in a Catholic School
- Master's Degree is desirable.
- Demonstrated leadership experience within a Catholic primary school setting.

Why Join St Thomas'?

This is an exciting opportunity to join a highly valued Catholic school community where faith, learning and relationships are at the heart of all we do. The successful applicant will work alongside a dedicated and supportive staff, engaged families and a committed parish community while helping shape the future direction of the school.

Application Process

Applicants are requested to submit:

- A cover letter addressed to the Principal.
- A current Curriculum Vitae.
- The names and contact details of three referees, including:
    - Current employer;
    - Parish Priest; and
    - A professional referee who can comment on the applicant's leadership capabilities.
- A response addressing the Selection Criteria, including recent examples demonstrating experience and suitability for the role.

Applications should be addressed to:

Natalia Thomson
Principal
St Thomas' Primary School, Claremont

Email: Natalia.Thomson@cewa.edu.au

Child Safe Statement

St Thomas' Primary School is committed to safeguarding children and young people. We support the safety, participation, wellbeing and empowerment of all children. Successful applicants will be expected to demonstrate a commitment to child safety and the values of Catholic Education.