

OAKHILL SCHOOL KNYSNA

Oakhill School, a co-educational day school situated in the beautiful town of Knysna, on the Garden Route seeks to appoint a Deputy Head of remarkable quality for our College. The school has an outstanding academic record and also has a fine reputation in sport, music, art and drama.

Deputy Head: College

The College Deputy Head is a Senior Management position and forms part of the School Executive Committee. The person in this role leads and manages the College academic staff (Grade 8-12) in their duties across all spheres of the school, including academic, co-curricular, student affairs and mentorship and staff development. The College Deputy Head chairs the College Executive Committee, collaborates with the Head of the Prep School and reports to the Executive Head on operational matters pertaining to the College. The Deputy Head has a clear understanding of the ethos and vision of the school and is responsible for aligning the functioning of the College herewith.

The successful applicant should fulfill the following requirements:

- A proven track record with adequate experience in an educational leadership role
- An ability to lead by example and manage a team of teachers, coaches and external co-curricular providers
- A sincere interest in the learners and their involvement in all spheres of school life
- Exceptional planning, organisational and interpersonal skills
- Excellent verbal and written communication skills with a strong track record of effective administrative abilities
- Willingness to be involved in after-hours and weekend work and to represent the College at functions and events
- An ability to confidently engage with College learners (Grade 8-12) and their parents
- A commitment to staff development with a future-minded approach
- An ability to develop and implement systems and structures to achieve goals
- Willingness to take on an appropriately reduced teaching load
- A recognised teaching qualification and current SACE registration

A detailed curriculum vitae, including the contact details of three referees, and a letter of motivation should be addressed to the Board Chairman via the following email address: experiencethejoy@oakhill.co.za

Closing date for applications: 30 August 2019.

Commencement date: **January 2020.**

Oakhill reserves the right not to fill the above position.

Prospective employees are obliged to confirm (on an affidavit) that they have never been convicted of a sexual offence against a child or mentally disabled person as well as provide a police clearance certificate and consent to inspect your criminal records.