



**ST VIRGIL'S  
COLLEGE**

*A Catholic boys school in the Edmund Rice tradition*

# Head of Data, Intervention and Personalisation

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St Virgil's College is a Grade 3 to Year 10 school for boys, founded in 1911 and conducted by Edmund Rice Education Australia. The aim of the College is to support parents in educating their sons within the Catholic tradition and the spirit of Edmund Rice.

The St Virgil's Junior School (Kindergarten, Grade 3 to 6) is located in Patrick Street, Hobart, adjacent to St Mary's Cathedral. The secondary campus (Grade 7 to 10) has approximately 630 students and is situated on an expansive property at Austins Ferry.

The College has commenced Kindergarten in 2021 and will become a K-12 College by 2024. During this exciting time of growth and development, the College is seeking visionary, experienced and courageous educational leaders to create an innovative, authentically Catholic education with boys at the centre.

The Head of Data, Intervention and Personalisation will provide leadership from K-12. They will work as part of a collaborative team with the Heads of:

- Student Welfare;
- Identity and Formation;
- Professional Practice, and
- Curriculum, Assessment and Standards.

These roles are designated by the term "Head" which represents that someone in that role guides the Heads (rational), Hearts (emotional), Hands (practical) and Feet (forward movement) of those whom they serve.

The initial phase of the appointment of this role will involve the design and realisation of College team structures to best meet the needs of the boys, whilst maintaining the successful operation of the existing College practices in the interim.

**Job Title:** Head of Data, Intervention and Personalisation

**Reports To:** Deputy Principal

### **Job Summary**

St Virgil's College will develop a collaborative team of educational leaders who will direct the practices that realise personalised education and ensure the best possible outcomes for students in learning, formation, social and emotional domains. The Head of Data, Intervention and Personalisation will, as a member of this team, lead all aspects of the learning and teaching program with particular emphasis on understanding the learning and individual needs of each student and using data to inform teacher practice.

This position is a full time, ongoing position. Start date is negotiable but preferred to be by the start of Term 4, 2021.

All teaching and leadership within the College is conducted in line with the mission of a Catholic school in the Edmund Rice tradition.

### **Duties and Responsibilities**

The Head of Data, Intervention and Personalisation is expected to discharge the following duties and responsibilities:

#### **Leadership for the Future**

- Designing and implementing innovative and evidence-based team structures and processes that best meet student needs and support learning and welfare.

In the interim, the following Duties and Responsibilities apply:

#### **Student Data**

- Develop and maintain a database of learning, behavioural and other relevant data to provide student data profiles
- Support staff to interpret student data profiles and use this information to:

- plan meaningful, accessible and engaging learning and assessment opportunities,
- make decisions that impact students
- guide course counselling and pathways conversations
- address behavioural or welfare concerns
- Identify and support the interpretation of patterns in student data to inform whole College priorities and to determine the impact of programs and initiatives.

### **Intervention**

- Develop and implement a whole College intervention strategy where every student is supported to pursue and achieve developmentally appropriate literacy, numeracy and personal learning goals.
- Support the Head of Learning Enhancement in the development and expression of Learning Plans for students with disabilities and other barriers to learning.
- Support teachers to develop personal learning goals, curriculum and assessment opportunities for students with disabilities and other barriers to access.

### **Compliance**

- Oversee and Coordinate the College's NCCD and other externally required reporting and funding processes.

### **Staff**

- Identify staff learning needs in regards to particular disabilities, conditions, cultural contexts and other barriers to access.
- Support specialist teams and coordinators in the College such as:
  - Learning support for students with disabilities
  - Student welfare
  - Aboriginal and Torres Strait Islander
  - EAL/D
  - Gifted and extension

### **Child Safety**

- Ensuring the safety of children by establishing and implementing child protection safeguarding preventative procedures according to annually reviewed, locally developed, contextually appropriate policies that are consistent with EREA policy and Tasmanian legislation.
- Promote a child safe culture and environment.
- Demonstrate a strong commitment to child safety by modelling and reinforcing attitudes and behaviours that value and respect children and young people.

*The Head of Data, Intervention and Personalisation will also be required to complete other duties as required by the Executive Leadership Team of the College.*

### **Experience and Qualifications**

It is desirable that the Head of Data, Intervention and Personalisation have the following:

- Teaching qualifications and experience
- Current TCEO Accreditation A and B
- Current Tasmanian Full Teacher Registration
- Current Working with Vulnerable People Registration
- Post-graduate qualifications in educational leadership and/or boys' education
- Demonstrated understanding of:
  - contemporary research in education
  - evidence-based practice and collaborative inquiry
  - differentiation and personalised learning
  - intervention strategies for all students
  - data management and interpretation
- Experience working with students with additional needs
- Experience within a Catholic educational organisation.
- Demonstrated leadership, administration and organisational skills.

### **Support Staff**

The Head of Data, Intervention and Personalisation will be supported by a range of personnel, including:

- Principal
- Deputy Principal
- Head of Junior School
- Heads of
  - Student Welfare;
  - Identity and Formation;
  - Professional Practice, and
  - Curriculum Assessment and Standards.
- Head of Learning Enhancement
- Director of the Early Years

- Director of ICT
- Heads of Department
- Heads of House
- Psychologists and Counsellors
- St Virgil's College teaching staff

Meeting attendance will include:

- College Leadership Meetings
- Learning and Teaching Team Meetings
- Welfare Team Meetings

### **Remuneration**

The Head of Data, Intervention and Personalisation is a senior leadership role at the College and is remunerated in line with the scale for Positions of Responsibility (POR).

### **Tenure**

The Head of Data, Intervention and Personalisation is a three-year appointment position for the period 2022-2024 and for time employed in 2021. The successful applicant will have some teaching responsibilities during the appointment and will retain an ongoing full-time teaching position at the conclusion of the contract or may seek re-appointment. A performance appraisal process relating to the key selection criteria for the position will be undertaken in line with the College's Teacher Performance and Development Framework.

### **Key Selection Criteria**

The Key Selection Criteria that will be used to select the Head of Curriculum, Assessment and Standards are:

1. Understanding and demonstrated commitment to the Catholic and EREA philosophy and ethos of education.
2. Qualifications and experience in educational leadership and administration.
3. Experience and demonstrated interest in the education of boys.
4. Demonstrated understanding and experience of collaborative inquiry that leads to improved teacher quality and student learning outcomes.

5. Demonstrated understanding and ability to manage, interpret and respond to student learning and behavioural data
6. Demonstrated understanding of the National Disability Standards and the NCCD.

### **Application Procedure**

Applications should include an application letter, current CV and a four-page maximum response addressing the key selection criteria for the position.

Applications must be submitted to the Principal, Mr Damian Messer. Applications close on **Tuesday June 15 2021**.

Applications to:

Mr Damian Messer  
Principal  
St Virgil's College  
195 Main Rd  
AUSTINS FERRY, 7011  
[hr@stvirgils.tas.edu.au](mailto:hr@stvirgils.tas.edu.au)