



Dean: Student Experience, Year 10

The University Senior College Mission and Purpose underpin all we strive to achieve.

Our Mission is *to inspire, empower and nurture lifelong learning.*

University Senior College:

- Inspires students and staff to succeed in the present and to be prepared for the future.
- Challenges students and staff to find their place in a rich learning environment that encourages growth in wellbeing and academic success.
- Embraces the opportunities for learning in a complex world that requires reflection, critical thinking and collaboration.

Role Description

The Dean of Student Experience is integral to the successful achievement of student outcomes at the University Senior College.

The Dean: Student Experience, Year 10 is responsible for student academic progress and wellbeing of Year 10 students.

The Dean: Student Experience, Year 10 will work with a discrete group of Mentor staff and students. The Mentor teacher will support the students in their care and assist them in the achievement of the EIF and other aspects of the Mentoring program at Year 10.

The Dean: Student Experience, Year 10 will ensure student wellbeing and learning are well supported, that students thrive and are supported to build connections with others.

The Dean: Student Experience, Year 10 will work collaboratively with the Deans Student Experience Years 11 and 12 to ensure success of all students and the Mentoring programs respond to the wellbeing and learning needs of senior secondary students.

The Dean: Student Experience, Year 10 reports directly to the Principal.

Specifically, the Dean: Student Experience, Year 10 work collaboratively with

- the students in their care, the Mentors, and the Mentor Support staff
- the Wellbeing Coordinator and Counsellors
- The Coordinator Learning Support
- The Director Academic Programs
- The Director of School Operations

to ensure support is responsive to student wellbeing and learning needs; the Mentoring program is well planned and executed; school events, excursions, examinations and parent evening was resourced and conducted effectively and efficiently.

The Dean: Student Experience, Year 10 will also work cooperatively with parents to support student success at senior secondary level.

The Dean: Student Experience, Year 10 will:

- Possess high level interpersonal, communication and organisational skills.
- Possess the ability to present to a range of audiences at meetings, information sessions and assemblies.
- Work positively with a range of people, including students, parents, staff, and any outside providers who are responsible for delivering an aspect of the academic or wellbeing program.
- Manage competing demands and meet deadlines.
- Draw together staff to support individual students as well as entire cohorts.
- Have an in-depth understanding of the capabilities necessary for student success.
- Be well-qualified subject specialists in a senior secondary setting and be recognised as a highly accomplished classroom practitioner.
- Report to the Principal.

Leadership

The Dean: Student Experience, Year 10 will be a member of the Leadership Team and will be required to work in collaboration with all members of the Leadership Team to achieve the Aspirations of the Strategic Plan.

The Dean: Student Experience, Year 10 is responsible for monitoring and supporting student academic progress and wellbeing. They are required to lead and work in collaboration with the Mentor Support staff and the Wellbeing Coordinators to plan and implement the Mentoring Programs.

The Dean: Student Experience, Year 10 will be required to contribute to the ethos of the College and lead by example, as a positive role model for staff and students.

The Dean: Student Experience, Year 10 will work collaboratively with other members of the Leadership Team, and specifically with:

- The Director Academic Programs
- The Director Daily Operations
- The Coordinator EIF/ AIF and Careers
- The Director Marketing and Community Relations
- The Deans: Years 11 and 12 Student Experience

to ensure students are supported in their learning, that the operations of the Mentor program are well planned and delivered appropriately and that events are developed and advertised with the support of the Director Marketing and Community Relations.

Management

The Dean: Student Experience, Year 10 will

- Monitor student attendance, behaviour and academic achievement and ensure strategies are in place to support students to engage successfully at the College.
- Collaborate with the Deans, Student Experience, Years 11 and 12, the Mentor Support staff and the Wellbeing Coordinators to ensure the Mentoring Program is responsive to student need and delivered effectively.
- Collaborate with the Wellbeing Coordinators to ensure that student wellbeing is supported.
- Collaborate with the Coordinator: Learning Support to ensure student learning needs are catered for and individual plans are in place for students to thrive.
- Collaborate with the Director Academic Programs on all matters pertaining to the SACE.
- Collaborate with the Coordinator EIF/ AIF and Careers to ensure all Year 10s achieve the AIF.
- Working collaboratively with all staff to implement strategies to improve student agency.
- Liaise with parents of the students in their care.
- Prepare for and present at Parent Information evenings.
- Coordinate orientation programs.
- Work collaboratively with relevant staff and students to ensure that subject selection processes operate smoothly and that student subject selections are undertaken appropriately.
- Work collaboratively with other Deans, Coordinator EIF/ AIF and Careers and the Director Marketing and Community Relations to plan and manage Orientation Week, Careers Expo, USC jumpers.
- Any other duties as agreed with the Principal.

Community

The Dean: Student Experience, Year 10 will

- Work proactively with leadership, staff, and students to develop student agency in all aspects of the College.
- Positively promote the College to the wider community.
- Liaise with the Enrolment Officer and conduct enrolment interviews.
- Attend College functions to support the development of a positive College culture.

Desirable Attributes

- Experience in organising and managing a project within a school setting.

Applications

- Curriculum Vitae, including work history.

Written application which addresses:

- The applicant's philosophy in education.
- The role description.
- Experience and contributions made to senior secondary education.
- Name and contact details of three referees.
- Verification of qualifications, including First Aid, Teachers Registration, WWCC, Responding to Abuse and Neglect in an educational setting.

These roles attract a leadership salary and two lines of release.