

Vacancy: HEAD TEACHER

An established private school located in Kiambu County seeks to hire a Head Teacher.

Responsibilities

- Ensuring the vision of the school is clearly articulated, shared, understood and acted upon effectively by all
- Building a strong and cohesive culture that is supported by effective systems and structures
- Lead the development and implementation of modern teaching approaches, methodologies and schemes of work
- Setting targets and goals for school staff through a participative process
- Providing regular feedback to colleagues in a way that recognizes good practice and supports their progress against professional and performance management objectives
- Conducting annual reviews based on standards of leadership, teaching and learning in specific areas of responsibility
- Monitoring coverage of the syllabus, quality of teaching and effectiveness of learning outcomes
- Providing leadership in guiding the various co-curricular activities and school-based events
- Handling behavior development/rectification matters to develop unique, courteous, respectful individuals
- Maintain high level of discipline in the school for both teachers and pupils
- Building effective relationships with parents, education partners and other stakeholders
- Managing school operations
- Working closely and reporting to the School Directors

Qualifications

- Bachelor's Degree in Education or P1 and a relevant degree (Master's Degree will be an added advantage)
- Registered with the Teacher Service Commission
- Minimum 10 years relevant working experience in a school with at least 5 years as Head Teacher or Deputy
- Demonstrate proven track record in educational leadership including school administration, classroom instruction, lesson plans, pupil assessment and staff development
- Excellent interpersonal and communication skills that enables open communication with all stakeholders
- A self-motivated, energetic person who enjoys working in a busy and dynamic working environment
- A diligent leader with the flexibility to learn and adapt to new cultures with good coaching and mentoring skills
- Demonstrates ability to think and act critically, creatively and independently
- Proactive, disciplined, mature and committed individual who can work with minimum supervision
- Computer proficiency in Microsoft packages

Salary: 80,000 (Negotiable)

Applications should be sent to 2023hire@gmail.com on or before 30th November 2022.