HAMILTON GIRLS' HIGH SCHOOL

Position Description

Position Title:	Deputy Principal: Curriculum and Pathways
Reporting to:	Principal
Duration:	Permanent, full-time
Remuneration:	6 MU's and 1 SMA
Primary Purpose	The Deputy Principal will provide leadership across teaching and learning, student achievement, pastoral care, staff development and whole-school improvement, with particular responsibilities agreed in consultation with the Principal.
Curriculum and Pathways	Leading the design, coherence, and implementation of the refreshed New Zealand Curriculum (*Te Mātaiaho*), structured literacy and numeracy integration, and innovative pathways so our young women are globally connected innovators.

Core Responsibilities of Portfolio Leads	
Strategic Leadership:	Translate the relevant 2026–2028 strategic priority into a clear annual implementation plan with measurable student-centred goals, targeted actions, and success indicators.
Operational Leadership	Ensure the systems, structures, people, and resources required to deliver the strategy and national curriculum reforms effectively are firmly in place.
People Leadership:	Lead, coach, and develop relevant middle leaders (HoFs, Deans, Pastoral Leads) and teams through **Kotahitanga** and **Manaakitanga**, building collective capability, agency, and shared responsibility.
Monitoring & Evaluation	Continuously review progress, analyse disaggregated student achievement and wellbeing evidence (**Tika Pono**), and identify where targeted improvement or timely intervention is required.
Reporting & Accountability:	Provide regular strategic updates to the Principal and contribute rigorous, evidence-based insights to Board of Trustees reporting.

Leadership Attributes:	• Strong pedagogical knowledge, proven leadership experience, models the HGHS Way and Te Pou Ārahi and maintains a clear focus on improving student outcomes. • Exceptional interpersonal, communication and presentation skills. Builds respectful, trusting relationships and engages effectively with students, staff, whānau and wider stakeholders. • Builds upon high-performing teams, develops leadership capability in others and manages challenging situations. • Analyses complex educational issues, uses evidence and evaluation to inform decisions, and demonstrates initiative, innovation and effective follow-through. • Models Te Pou Ārahi through integrity, professionalism, resilience and a positive, solutions-focused attitude. Contributes actively to a hardworking, collaborative and enjoyable Senior Leadership Team. • Highly organised, proactive and adaptable, with the ability to manage competing priorities, respond effectively to change and deliver strong outcomes in a fast-paced school environment. • Demonstrates a commitment to ongoing leadership development and continuous improvement. Uses school systems, data and educational technologies effectively and responsibly.