Information relevant to the vacancy of Principal at

ST JOSEPH’S PRIMARY SCHOOL
Avondale Street
WAUCHOPE

The school was opened in 1928 under the leadership of the Sisters of St Joseph (Black Josephites). There has been a lay administration since 1984. The following information about the parish, general community, school and procedures may be of interest to prospective applicants:

Parish Priest: Fr Felix Ekeh

Approximate Population: 5,900 (township); 10,000 (total within parish boundaries); approx 2,000 Catholics.

Location: 390 km north of Sydney, on Oxley Highway and Hastings River, 20 km west of Port Macquarie. Found in the hinterland of the Hastings region.


Staff Level: Anticipate 13.3 FTE in 2017 with other personnel being employed under special programs and through the school/parish budget.

Religious Association: The Sisters of St Joseph hope to maintain a presence in the parish. There are no religious sisters within our parish anymore.


Local Economy: Tourism (location of Timbertown historic village), mixed agriculture, dairy farming, local co-operative.

Communications: On main Sydney-Brisbane rail line, 8 km from Pacific Highway, major airport at Port Macquarie.

Service Facilities: TAFE college and hospital in town. Nearby Catholic schools include three primary schools, 7-12 high school & 11-12 vocational college together with range of state and other non-government schools, TAFE college, major hospital all nearby at Port Macquarie. Campus of Southern Cross University and Newcastle University in Port Macquarie. Other tertiary institutes at Newcastle, Coffs Harbour, Armidale and Lismore.

General Conditions: Salary will be according to the Principal's award. Superannuation scheme available and portable with other Catholic systems. Assistance provided with removal expenses. Initial contract appointment will be for 5 years. During this contract period a formal performance appraisal will be undertaken.

School Structure: Anticipate 11 class groups in 2017. The present leadership team comprises the Principal, Assistant Principal, Leader of Pedagogy, Leader of Catechesis (2 point), Leader of Evangelisation (2 point), Leader of Curriculum (1 point) and Leader of Additional Needs (1 point).

Processing of Applications: It is anticipated that a preliminary short list of suitable applicants will be finalized early November 2016. Formal interview, with appointment offered by December 2016. Arrangements may be negotiated for the successful applicant to visit the parish/school during Term 4 in preparation for assuming leadership in 2017. All costs involved in interviews and any other travel would be met by the Catholic Schools Office.