



Moreton Bay
Boys' College

Head of Primary
Moreton Bay Boys' College

Candidate Pack

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01. Executive Summary

Moreton Bay Boys' College are seeking a dynamic, dedicated, and passionate individual to lead the Primary School.

Moreton Bay Boys' College (MBBC) is an independent, innovative boys' school in Brisbane. MBBC is an accredited International Baccalaureate (IB) World school with a globally focused curriculum and learning programmes tailored to the individual needs of each student. MBBC is an affiliated Uniting Church school, amalgamated with nearby sister school Moreton Bay College, led by one CEO and Executive Principal and under the governance of a single Board. The College offers an inquiry based; engaging curriculum designed specifically for boys from Kindergarten to Year 12.

MBBC has a strong philosophy of educating the whole person – body, mind, heart and spirit. At MBBC students are encouraged to extend themselves intellectually and to strive to achieve, whether this is in the classroom, the playing field or on the stage. The focus on academic excellence is underpinned by a rich and caring pastoral programme. This is coupled with outstanding co-curricular opportunities to engage boys across visual and performing arts, cultural activities, and a wide range of sports. It truly is a school experience that allows boys to become, *Life Adventurers, Life Achievers!*

The College is nestled in a stunning, natural bushland environment of wide-open spaces featuring large, technology-rich classrooms.

A few minutes' drive from Moreton Bay College the two schools offer families the confidence of mutual values, aligned calendars and the educational benefits of a single-sex school. With the internationally benchmarked IB programme in the Primary years, multiple learning pathways, and a broad range of opportunities supported by Christian values, Moreton Bay Boys' College will guide boys from the boy he is now to the man he will become.

MBBC is seeking a dynamic, dedicated and passionate individual to lead the Primary School (Kindergarten to Year 6).

The ideal candidate will be responsible for the strategic and operational effectiveness of the Primary School to ensure 'best practice' operational and educational outcomes. They will ensure a culture of achievement, personal best effort, care and mutual respect is reflected in the day to day life of the school.

Moreton Bay Boys' College is being assisted in this appointment process by the executive search firm Society.

To book a confidential conversation, contact **Evelyn Wills** at evelyn.wills@society-search.com to book a confidential conversation or call +44 (0)203 653 0470. To apply online please upload your CV via Society's website [here](#).

The deadline for receipt of applications is midday Australian Eastern Standard Time (AEST) on Wednesday, 26 April 2024.



02. About Moreton Bay Boys' College

As the first independent boys' school established within Brisbane in some 70 years, the formation of Moreton Bay Boys' College was a defining moment in history.

- 2011 was another defining moment in the history of the College, as July 1 saw the amalgamation of Moreton Bay College and Moreton Bay Boys' College. The amalgamation was a natural extension of the Memorandum of Understanding signed in 2008 and had been a long-held desire of the Boards. The decision to join the Colleges together was, at its heart, quite simple – Moreton Bay College and Moreton Bay Boys' College are stronger together. This unique proposition in private education offers families with male and female children all the benefits of single-sex education with the convenience of coordinated term breaks and school events, as well as aligned values, policies and student behavioural expectations.
- Both Colleges remain committed to excellence in single-sex education, one committed to the education of girls and the other of boys, each with their individual personalities and attributes, but which are joined together to harness expertise, resources, knowledge, facilities and business functions to best effect.
- Since its inception, Moreton Bay Boys' College has been delivering on its promise of exceptional educational experiences and has cemented itself as a school of choice for discerning families across Brisbane and the greater Bayside area.
- The governance of Moreton Bay Boys' College is vested in the Board of Directors, responsible for its financial management, strategic planning, policy formulation, superintendence and statutory compliance.
- MBBC has a strong philosophy of educating the whole person – body, mind, heart and spirit.
- MBBC has rich and diverse learning environments which are developed to engage boys intellectually, creatively, physically, emotionally and spiritually. MBBC know that building confidence and pride in the abilities of boys means they thrive academically.

Key Staff Members



Richard Henry
CEO and Executive Principal
Moreton Bay Colleges



Andrew Holmes
Principal
Moreton Bay Boys' College



Stewart Kemperman
Acting Head of Primary
Moreton Bay Boys' College



Naomi Williams
Head of Secondary
Moreton Bay Boys' College

For more information, visit <https://www.mbbc.qld.edu.au/>



02. About Moreton Bay Boys' College Continued

Moreton Bay Boys' College is proud to be an authorised International Baccalaureate (IB) World School

- MBBC offers the Primary Years Programme (PYP). This is an internationally accredited education programme which focuses on academic development and progress alongside social, physical, emotional and cultural needs in a rapidly globalising community. It is perfect for boys as they build competence at being critical thinkers and forward-thinking individuals looking to take action to better the world we live in.
- The MBBC curriculum is designed and tailored to provide a seamless transition for each boy, with the end goal that every student achieves his desired post-school destination. The common core curriculum subjects are enhanced with subjects such as Religious Education, Design Technology, Languages and Enterprise Education and Co-Curriculars such as Chess Club, Debating or Duke of Edinburgh further develop the whole student.

At MBBC, boys are encouraged to extend themselves intellectually and to strive to achieve, whether in the classroom, the playing field or on the stage.

- **Extensive sporting opportunities.** Traditional team sports such as Cricket, Volleyball, Soccer, Basketball, Tennis and Touch are conducted through local affiliated club competitions. MBBC's Sports programme also offers sports and activities that are not provided by the curricular programmes such as Mountain Biking, Sailing, and others.
- **Drama and the Arts.** Art and Drama are available through classroom and Extra-Curricular programmes.
- **Exceptional musical experiences.** The Moreton Bay Colleges' vibrant and diverse joint Music programme gives students the opportunity to play in Rock Bands, Quartets, small- and large-scale Ensembles, sing in Choirs and take part in external examinations.

Location

Set in a uniquely stunning natural environment, Moreton Bay Boys' College's facilities are designed for optimum learning. Located in the thriving eastern suburbs of Brisbane, MBBC is just minutes from beautiful Moreton Bay and less than 15 km from the city centre. MBBC is set within 13 hectares of bushland and native plants, with a 5.5-hectare nature sanctuary behind the classrooms.



The boy he is now.

The man he will become.

Vision

An inspiring and nurturing learning community which empowers students to be future-ready global citizens.

Purpose

The Moreton Bay Colleges' purpose is to develop confident, independent, and resilient students in an inclusive, caring and diverse Christian learning environment. The outstanding student experience will empower our graduates to have the attitudes, attributes, and skills to meet the challenges of a rapidly changing world with the capacity to enrich the lives of others.

These are principles which are lived at the Colleges, and they support our values of Engagement, Character, Care and Teamwork.

Engagement

We build connections with personal and global issues and take meaningful and reflective action for positive change.

Character

We act with integrity and demonstrate courage and resilience in an environment of acceptance.

Care

We care for ourselves, others, and our world with generosity, respect, inclusivity, and empathy in all our relationships.

Teamwork

We are open-minded, embrace diversity, and work collaboratively to find solutions and achieve our goals.





We respectfully acknowledge the Traditional Custodians of the land upon which the Colleges stand, the Quandamooka Peoples. We pay our respects to the Elders, past, present and emerging. We acknowledge that these lands have always been and will continue to be places of education and community.

GUBIYIYA To Grow

To listen, to learn, to grow.

This collaborative artwork tells the story of Two colleges and One community and recognises our ongoing journey of commitment to reconciliation.

A group of students, parents and staff from Moreton Bay College and Moreton Bay Boys' College, together with First Nations artist Delvene Cockatoo Collins, created this artwork during a day of culture and connection on Minjerribah (North Stradbroke Island).

Fibres were harvested from the cotton trees, and the rock pools provided the resource to create ochre. Each strand of fibre and each mark made is representational of building relationships within our community and beyond.

Comprised of individual pieces woven together to represent the fabric of our community, the artwork was separated in two, so that each college displays one half in campus.

Every year, a ceremony will take place to bring the artwork back together, swapping the pieces to signify interconnectedness and inclusivity whilst remembering the past, celebrating our present and forging healing for our future.

Our world is continually changing, and a high-quality education will elicit a student's passion to be a lifelong learner, so they can be adaptable and have the confidence to make a positive difference for humanity.



03. Role Description

Head of Primary, full-time, commencing January 2025

Key responsibilities will include:

Leading Teaching and Learning

- Working closely with the College Leadership Team to implement strategic priorities;
- lead the development of the PYP as a transdisciplinary program;
- be accountable for the implementation of a high-quality curriculum;
- ensure that the Primary School has in place best practice and cost-effective teaching and learning programs that provide for a seamless transition through the different stages of primary schooling and entry to the Secondary School, particularly the Year 6/7 transition process;
- foster a culture of academic ambition, motivating students to set and achieve realistic academic goals.

Developing Self and Others

- Ensure that all teaching staff are appraised of contemporary developments in early childhood and primary education;
- encourage and facilitate the ongoing professional development of Primary School staff to ensure high quality teaching;
- foster a positive, collegial and collaborative environment;
- respond to all staff issues in a manner that is both professional and in keeping with the School's philosophy, including pastorally caring for staff needs.

Leading Improvement, Innovation and Change

- The Head of Primary is to play an active role in the development of guidelines for the future progress and development of the Primary School and to promote, develop and position the Primary School as an integral part of Moreton Bay Boys' College noted for its high standards and expectations for both staff and students;

- keep abreast of educational developments and make recommendations to the Leadership Team on initiatives to ensure appropriate adoption, adaptation and implementation of desirable education changes.

Leading the Management of the School

- The Head of Primary is responsible for the efficient and effective leadership, management and operation of the Primary School to ensure 'best practice' operational and educational outcomes;
- ensure a culture of achievement, personal best effort, care and mutual respect is reflected in the day to day life of the School;
- work to ensure a strong emphasis on high standards for student conduct, presentation and engagement.

Engaging and Working in the Community

- Develop and support the building of key relationships in the community essential to addressing academic and pastoral needs of all students;
- represent the Primary School in all appropriate community and professional forums to ensure that the Primary School maintains a high public profile appropriate to the ethos of Moreton Bay Boys' College;
- build alliances and relationships to further the standing of the College.

SKILLS AND ABILITIES

Key skills and abilities will include:

- Demonstrated ability to provide academic leadership in the development and ongoing review of the College's strategic plan and operational priorities;
- demonstrated ability to design, implement and lead an effective teaching and learning program, incorporating a robust alignment with the Australian curriculum and effective pedagogical practices;
- demonstrated strong interpersonal skills and the capacity to develop and sustain productive relationships within and beyond the College community;
- demonstrated exemplary teaching practice and the ability to lead and motivate staff;
- demonstrated experience with the PYP framework, including experience in the PYP accreditation and evaluation process, is preferred however not essential.

Education and/or Experience

- Minimum: Appropriate tertiary qualifications;
- PYP experience preferred, however not essential.

Certificates, Licenses and Registrations

- Must be registered or be eligible for registration with the Queensland College of Teachers;
- all applicants must declare any convictions of any criminal offences that all information supplied is accurate and complete.

Work Environment

- The Head of Primary will work in a shared environment;
- please note that this Position Description can alter with changes in the role and responsibilities of this position and will be used as a framework for appraisal.

Conditions and Salary

- This is a full-time position on a common law contract. Salary to be negotiated with the successful applicant;

- 6 months' probation;
- 6 weeks annual leave;
- sick Leave entitlement of 10 days annually;
- long Service Leave entitlement of 1.3 weeks for each year of service, which can be taken after 7 years.

Employment Collection Notice

In applying for this position, you will be providing Moreton Bay Boys' College with personal information. We can be contacted at PO Box 80, Wynnum Qld 4178; employment@mbbc.qld.edu.au; phone (07) 3906 9444.

If you provide us with personal information, for example, your name and address or information contained on your resume, we will collect the information in order to assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.

The College's Privacy Policy contains details of how you may complain about a breach of the APPs or how you may seek access to personal information collected about you. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.

We will not disclose this information to a third party without your consent. We are required to conduct a criminal record check to collect information regarding whether you are or have been the subject of an Apprehended Violence Order and certain criminal offences under Child Protection laws. *We may also collect personal information about you in accordance with these laws.

The College may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside Australia.

If you provide us with personal information of others, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish, and that the College does not usually disclose the information to third parties.

*If applicable.

04. Person Specification

We are seeking a dynamic, dedicated, and passionate individual to lead the Primary School.

- The ideal candidate will play a pivotal role in shaping the academic and emotional development of our students, working collaboratively with staff and the leadership team to maintain and elevate the high standards we are known for.
- Leading by example, the successful candidate may have some teaching, as and when required.
- All staff are appointed by the CEO and Executive Principal of The Moreton Bay Colleges, and they are responsible to him for the overall performance of their duties. The CEO and Executive Principal delegates his authority to senior staff members for the effective management of the Colleges. This role will report directly to the Principal.
- As the College offers a very broad program in sporting, musical and pastoral activities, all teaching staff are expected, therefore, to participate in the co-curricular life of the College.
- It is expected that all staff are supportive of the values, Christian ethos and Ethical Statement of this Uniting Church day school for boys from P-12.





05. Appointment Details and How to Apply

Moreton Bay Boys' College is being assisted in this appointment process by the executive search firm Society (www.society-search.com).

For more information, please contact Evelyn Wills at evelyn.wills@society-search.com to book a confidential conversation or call +44 (0)203 653 0470.

Applications should consist of:

1. a concise covering letter (ideally no longer than two pages), addressing the criteria in the Person Specification;
2. an up-to-date curriculum vitae;
3. names and contact details of three referees (although referees will only be approached at the final stage of the process, and only with your express permission).

General advice on how to write a [strong CV](#) and [strong covering letter](#) can be found on our website.

To upload your documents via Society's website, click [here](#).

The deadline for receipt of applications is midday Australian Eastern Standard Time (AEST) on Wednesday, 26 April 2024.

Shortlisted candidates will be invited to interview commencing around the middle of May 2024.

An appointment will be made subject to receipt of satisfactory references. The appointed candidate will be offered a salary that is commensurate with their experience and the seniority of their new role.

We are committed to ensuring that anyone can access our application processes. This includes people with hearing, sight, mobility, and cognitive impairments. Should you require access to this document in an alternative format, wish to apply in a different format, or need any other reasonable adjustments made for you (including at interview), please contact us at inclusion@society-search.com. We also welcome suggestions or comments about any more general access improvements we should consider.





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Society is a global executive search firm and a certified B Corporation. 10% of our profits go to charitable causes through The Society Foundation. With colleagues in the United Kingdom, the United States, and New Zealand, we solve senior hiring challenges for responsible businesses and purpose-driven organisations around the world.

We believe that the right candidate, placed in the right organisation at the right time, can initiate a chain reaction of transformative change that will help to deliver a more inclusive and sustainable future.

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