



Position Description

## **DIRECTOR OF STUDENTS (YEARS 10-12)**

Position title	Director of Students (Years 10-12)
Reports to	Deputy Principal - Students
Position of Leadership	Level 4
Time Release	24 periods per cycle

## Role Description

As a strong faith leader, the Director of Students (Years 10-12) exemplifies the Catholic mission, lives out the Marist charism, and upholds the College's vision for learning. This senior wellbeing position drives a collaborative culture of quality learning and wellbeing, student and staff growth, and personal excellence. Grounded in a deep understanding of adolescent needs, the role leads with emotional intelligence, clarity, and compassion to foster a respectful and engaging school environment where every student is known, valued, and supported to thrive.

In partnership with the Deputy Principal – Students and the Director of Students (Years 7-9), the Director of Students (Years 10-12) is responsible for the vision, alignment, and effectiveness of the College's wellbeing programs. The role leads initiatives that promote student engagement, build staff capacity, and strengthen partnerships with families and the wider community. Drawing on contemporary research in positive education, restorative practices, and respectful relationships, the Director of Students (Years 10 – 12) ensures that student wellbeing supports high-quality learning. With strong knowledge of child safety and compliance requirements, and a commitment to lifelong learning, they model professional excellence and drive a culture of collaboration, growth, and continuous improvement.

The Director of Students (Years 10-12) is responsible for fostering a sense of unity and development within the student body. Working in collaboration with the Pathways Team, they support the individual growth and success of the young people they lead, helping each student to discover and pursue their own unique pathway. They oversee the student leadership program, guiding the development of young leaders and fostering opportunities for voice, responsibility, and service within the College community. The Director of Students (Years 10-12) is expected to uphold all legislative obligations related to Child Safeguarding and Occupational Health and Safety, in alignment with College policies.

## **Key Responsibilities**

The Director of Students (Years 10-12) is responsible for:

- Developing and implementing effective wellbeing and behavioural support processes that support the social and emotional development of students.
- Leading colleagues and creating processes to evaluate the effectiveness of wellbeing programs.
- Leading initiatives to evaluate and implement teaching strategies to improve sequencing of content in the College's MyBeing programs across Year 10 – 12.
- Demonstrating exemplary practice and leading colleagues to encourage students to pursue challenging goals, review the effectiveness of learning and teaching programs and conduct reviews on such programs using multiple sources.
- Demonstrating and reviewing the development of productive, engaging and inclusive learning environments including behaviour and classroom management.
- Using comprehensive knowledge of Australian Professional Standards for Teachers to support the development and implementation of professional policies and programs of colleagues which is informed by feedback and research.
- Modelling exemplary ethical behaviour and developing processes to support colleagues and take a leadership role in the professional community networks.
- Supports the College's continuous school improvement focus.

## **Key Duties**

- In collaboration with the Deputy Principal – Students, and Director of Students (Years 7-9), leads the design, implementation and ongoing evaluation of wellbeing programs for Years 10-12, ensuring they are research-informed, inclusive, and responsive to student needs.
- Support the development and delivery of the MyBeing curriculum, promoting emotional, social, and academic growth in alignment with the College's vision for learning.
- Monitor and support student behaviour, attendance, punctuality, and presentation, ensuring alignment with College expectations and fostering a culture of respect and responsibility.
- Support the Director of Pathways, Head of VCE, Head of Applied Learning, and VET Coordinator, in the planning and implementation of processes and events regarding the relevant pathways open to our students.
- Work collaboratively with the Deputy Principals and key Learning and Wellbeing staff to monitor student academic progress and provide timely interventions that support achievement and wellbeing.
- Oversee the student leadership program of the College, providing opportunity for authentic student voice and agency.

- Guide staff in the use of developmentally appropriate, inclusive teaching and wellbeing practices that enhance engagement and learning outcomes.
- Lead regular reviews of wellbeing programs using student data, feedback, and evidence to inform continuous improvement.
- In collaboration with key Learning team staff, provide guidance and professional support to staff in the development and refinement of behaviour support practices and restorative approaches.
- Work with relevant leaders to coordinate key student recognition events, including the Mid-Year Assembly and Academic Awards Evening.
- Present regularly to student cohorts to promote learning mindsets, growth, and engagement in school life.
- In collaboration with other leaders, plan for the efficient operations of Parent Information Evenings.
- Ensure compliance with all relevant College policies and legislative requirements, including child safety and wellbeing standards.
- Any other duties as directed by the Principal.

## Membership

The Director of Students (Year 10-12) is a **member of the following teams:**

- School Improvement Team
- Student Wellbeing Team
- Child Safeguarding Committee

They work **in collaboration with:**

- College Executive
- School Improvement Team
- Learning and Teaching Team
- Pathways Team
- Personalised Learning Team
- Learning Mentors

## Positions Reporting to the Directors of Students (Years 10-12):

- House Leaders
- Transition Coordinator
- Learning Mentors
- Teaching Staff