

Al-Jamiatul Islamiyah Job Vacancy

Job Title:	Principal
Reports To (Job Title):	Governing Board
Location:	Al-Jamaitul Islamiyah, Hawthorne Rd, Bolton, BL3 4HF
Job Type:	Full Time, Permanent
Annual Salary:	TBC

Introduction

Al-Jamaitul Islamiyah is a specialist independent Islamic educational institute committed to providing a high-quality education that empowers students to reach their full potential. We provide a comprehensive education that encompasses both Islamic studies and secular studies to empower our students with a well-rounded knowledge base. With a focus on fostering academic excellence, character development, and a deep understanding of Islamic principles, we strive to prepare our students for success in this world and the hereafter. The Principal will lead our school to foster a culture of excellence, innovation, and inclusivity.

Role Description

The Principal is the senior leader responsible for providing outstanding leadership, management, and strategic direction of Al-Jamaitul Islamiyah. Working closely with the Governing Body, the Principal will drive educational excellence, ensuring the highest standards of teaching, learning and personal development for its pupils, comply with OFSTED regulations, and promote a positive learning environment.

Key Responsibilities and Accountabilities

1. Educational Leadership:

Provide inspiring and purposeful leadership for the staff and pupils that promotes a culture of academic excellence, innovation, and continuous improvement within a caring and secure Islamic environment.

Set high expectations for teaching and learning, fostering a climate of rigorous academic standards and achievement.

Oversee the development and delivery of a broad and balanced curriculum that meets the needs of all students.

2. Strategic Planning:

Develop and implement a strategic plan that aligns with the school's vision and OFSTED requirements.

Collaborate with the Governing Body to set clear objectives and regular monitor progress and evaluate the performance of the school.

3. OFSTED Compliance:

Ensure the school's compliance with OFSTED regulations and guidelines, including curriculum delivery, safeguarding, and overall school performance. Create and maintain a scholarly ethos of excellence and endeavour that promotes and secures outstanding teaching, excellent learning and the highest standards of achievement.

Prepare for OFSTED inspections and lead the school's response to inspection outcomes.

4. Staff Development:

Provide effective and regular operational management of senior leaders with regular oversight, appraisal and delegation of responsibilities. Implement and sustain effective systems for the management of staff performance including the development and maintenance of a culture of high expectations of self and of others, taking appropriate action when performance is unsatisfactory.

Lead in the recruitment and selection of teaching and non-teaching staff.

Ensure that professional duties are fulfilled, as specified in the Contract of Employment

5. Student Welfare:

Ensure the effectiveness of safeguarding arrangements, through the rigorous implementation of the school's safeguarding policy and the promotion of a robust safeguarding culture.

Champion the well-being of all students, promoting inclusivity within the school community and implement effective pastoral care and student support systems.

6. Parent and Community Engagement:

Develop effective links with the community, including voluntary organisations and enterprises, to extend the curriculum and enhance learning and teaching.

Ensure that parents/carers and pupils are well informed about the curriculum, attainment, behaviour, attendance and progress, and about the contribution they can make in supporting their child's learning and achieving the school's targets for improvement.

7. Financial Management:

Exploit financial opportunities to improve and develop the school building and manage and organise the accommodation efficiently and effectively to ensure it meets the needs of the curriculum and Health and Safety regulations.

Effective management of the school's budget.

8. Accountability:

Be accountable for standards across all aspects of provision.

Be ambitious for pupil outcomes, ensuring targets for academic performance are met.

Create and develop an organisation in which all staff recognise that they are accountable for the success of Al-Jamaitul Islamiyah.

Maintain such records of the school as are appropriate to communicate its development, improvements, and achievements.

Carry out any such duties as may be reasonably required by the Governing Body.

Be accountable for creating, receiving, the use of records in the course of their job and be responsible for ensuring that records are managed appropriately.

Qualifications and Skills

- Advanced qualification(s) in Islamic Studies with additional academic qualifications are highly desirable.
- Proficiency in both Islamic and secular subjects up to College level (18 year old).
- Strong commitment to Islamic principles and values.
- Strong leadership skills and prior experience in a leadership or management role within an educational institute.
- Excellent communication and interpersonal skills.
- Financial acumen and budgeting skills.
- High level of ethical and moral character.

How to Apply

Interested candidates can send their CV to: info@boltondarululoom.org.uk