



St Norbert
College

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FOR ALL
GOOD WORKS

DEPUTY PRINCIPAL REFEREE'S REPORT CONFIDENTIAL

Closing Date: Monday, 29 April 2024 at 9.00am

Applicant's Name: _____

Referee's Name: _____

Referee's Position: _____

Referee's Phone: _____

Relationship to Applicant: _____

How long have you known the applicant? _____



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Please rate the applicant on the following criteria by ticking the appropriate column

Catholic Identity In promoting Catholic Identity the applicant:	Excellent	Very Good	Good	Adequate	Poor	Not Known
Gives witness to personal faith and commitment to the Catholic Church						
Demonstrates a commitment to personal growth in their faith						
Gives priority to the Evangelising mission of the Catholic Church in the school						
Engages with the Catholic culture within the school community as a leader						
Articulates and applies the school's mission within the school community						
Please give an example of their work in this area:						

Education As an educational leader the applicant:	Excellent	Very Good	Good	Adequate	Poor	Not Known
Integrates a Catholic vision in the educational domain						
Inspires a passion for learning						
Promotes Religious Education as the first Learning Area						
Promotes optimal learning and teaching environments						
Facilitates development of an instructional program appropriate to the needs and developmental levels of the students						
Assigns high value in building a student focused school community that has a culture of ongoing improvement and excellence						
Identifies and uses data relevant to school improvement						
Employs technology to enhance the instructional program						
Cultivates collaborative working environments						
Promotes inquiry, reflection and continuous learning and growth						
Demonstrates innovative professional practice and an ability to inspire staff and students to be genuine lifelong learners						
Develops organisational capacity to respond to contemporary and future needs						
Please give an example of their work in this area:						

135 Treasure Road
Queens Park WA 6107
PO Box 354 Cannington
WA 6987

T: (08) 9350 5433

E: snc@norbert.wa.edu.au

W: www.norbert.wa.edu.au

ABN: 29 781 711 208



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Stewardship In managing a school the applicant:	Excellent	Very Good	Good	Adequate	Poor	Not Known
Operates in fidelity to Catholic social teachings						
Demonstrates knowledge of the Archdiocesan policies on Religious Education and Accreditation and implements accordingly						
Develops strategic plans and organisational structures to support the implementation of the school's mission						
Demonstrates pastoral care to all staff						
Exercises principled and ethical leadership regarding school resources						
Provides access to Catholic education to students as far as resources provide						
Engages in school improvement processes						
Builds a sharing organisational culture that focuses energies and talents on achieving high quality outcomes						
Promotes and participates with teachers in professional learning						
Supports the accreditation requirements of all staff						
Please give an example of their work in this area:						

Community In developing a sense of community the applicant:	Excellent	Very Good	Good	Adequate	Poor	Not Known
Builds a Christian community centred in Jesus and the Eucharist						
Has the ability to lead, motivate and manage staff in a way that is characterised by respect						
Is culturally sensitive to diversity within the school and local community						
Operates with a spirit of service						
Demonstrates an understanding of interdependency as the bases of building community						
Ensures frequent and effective communication within and beyond the school community						
Engages in the building of relationships with other local primary and secondary Catholic schools						
Is an active member of the relevant Catholic School Association e.g. CSPA or CSDPA						
Please give an example of their work in this area:						

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General Capabilities	Excellent	Very Good	Good	Adequate	Poor	Not Known
The applicant:						
Treats others with dignity and sensitivity						
Works collaboratively with colleagues						
Actively involves others in the decision-making process						
Empowers others by delegating responsibly						
Maintains a professional manner						
Maintains confidentiality and exercises discretion						
Employs effective problem solving and conflict resolution strategies						
Demonstrates courage in decision making						
Fosters open communication						
Uses effective oral and written communication						
Maintains accessibility and credibility						
Uses effective organisational skills						
Please give an example of their work in this area:						



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What key strengths does the applicant bring to this position?

In what way would the applicant find the position demanding, personally and/or professionally?

Please comment on the applicant's readiness for this position.

Recommendation

Please indicate the appropriate statement:

- I strongly recommend the applicant for this position
- I recommend the applicant for this position
- I do not recommend the applicant for this position

Signed: _____ **Date:** _____

Please note if the applicant is short listed, a member of the selection panel will follow up this reference by telephone.

Thank you for taking the time to complete this form. Your contribution to the selection process is appreciated.

Please return this completed form via email to angela.hughes@norbert.wa.edu.au by 9.00am AWST on Monday, 29 April 2024