



Head of Section – Junior School (Year 3 to Year 6)

St. Edward's College is seeking to employ a motivated full-time Head of Section – Junior School, to join our Senior Leadership Team as from scholastic year **2025/2026**. The ideal candidate will work closely with the Headmaster, other Heads of Sections and staff members and will contribute to the school development plan.

What we're looking for:

- ✓ Strong management, leadership and problem-solving skills
- ✓ Constructive attitude to continue nourishing the positive culture that reflects the mission and vision of St Edward's College
- ✓ Strong emotional intelligence
- ✓ Role model for students and staff, promoting high expectations and professional integrity.
- ✓ Commitment towards student success and staff development
- ✓ Excellent organizational skills and attention to detail and thrives to work in a team.
- ✓ Commitment to upholding ethical standards and confidentiality in handling sensitive information.
- ✓ Adherence to the mission and values of St Edward's College.
- ✓ Willing to adapt to changing circumstances and priorities in a dynamic educational environment.
- ✓ Energy, enthusiasm and vision
- ✓ Fluency in Maltese and English language. Other languages are considered an asset.

Education and Experience:

- ✓ In possession of a Permanent Teachers Warrant AND
- ✓ Have not less than ten (10) scholastic years teaching experience, five (5) years of which must be in Independent schools.
 - Years of experience as Head of Department - Curriculum and Head of Department - Discipline shall be deemed acceptable as part of the required years of teaching experience for the purposes of eligibility as outlined in this clause.
- ✓ Due consideration will be given to applicants in possession of MQF Level 7 qualifications in either one of the following areas: Educational Leadership / Management, SEBD, Inclusion, Mentoring, Curriculum and Counselling or comparable qualification as identified by Management, as well as directly related experience possessed in the Primary sector.

What we offer:

- ✓ A dynamic and supportive working environment
- ✓ Opportunities for professional growth and development
- ✓ The chance to make a meaningful impact on the lives of both local and international families as well as colleagues
- ✓ A competitive compensation package
- ✓ Training on school management information systems and procedures

How to apply:

Full applications are to be sent by email to: careers@stedwards.edu.mt and should include: **an updated CV; a detailed and formal transcript of studies for the qualifications referred to in the CV; two reference letters and a motivation letter in one PDF file.**

At St. Edward's College, we have a commitment to personal and professional development, a child protection policy and a zero-tolerance approach to child abuse and harm. A full job description can be found on the college website.

Closing date: 30th April 2025

Postal Address: St Edward's College - Birgu (Città Vittoriosa) - Cottonera – BRG 9039 – Malta

General lines: 27881199; Website: www.stedwards.edu.mt

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