**Compulsory referee report by current supervisor**

Principal and senior leader applications

This statement forms a part of the selection process for applicants applying for principal and senior leadership positions.

Thank you for taking the time to complete this report. Please return this completed form via email to [**recruitment@twb.catholic.edu.au**](mailto:recruitment@twb.catholic.edu.au)

or mail to

**Recruitment**

**Toowoomba Catholic Schools Office**

**PO Box 813 Toowoomba Qld 4350**

**Important:** This statement is to be completed by the applicant’s current supervisor. For staff in schools, this statement must be completed by the current principal or delegate.

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| --- | --- |
| **Name of applicant:** | |
| **Position title and school (if applicable) this report relates to:** | |
| **Name of supervisor:** | **Phone:** |
| **Your position and school/organisation:** | |
| **How long have you known the applicant?** | |
| **How well do you know the applicant?**  Very well  Well  Not very well | |
| **In your opinion, is the applicant suitable to fulfil this senior leadership role?**  Yes  No  Please provide further comment, if applicable: | |
| **Please comment on the nature, size and complexity of the schools/colleges in which this applicant would be a suitable senior leader:** | |

**Please comment on how well you believe the applicant meets the following selection criteria, providing specific examples.**

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| --- |
| **Religious leadership:** demonstrated ability to lead and model practices which enhance the religious life at the school, and lead and deliver an effective Religious Education program: |
| **Educative leadership:** demonstrated ability to lead and deliver high quality teaching and learning programs and practices: |
| **Staff and community leadership:** demonstrated ability to foster and develop appropriate relationships with staff, students, parents, the parish, the Catholic Schools Office and wider community through the selection, support and development of staff: |
| **Strategic leadership:** demonstrated ability to develop and deliver the vision, mission and strategic goals of the school and align them with the broader strategic direction of the Diocese: |
| **Organisational leadership:** demonstrated ability to develop and maintain processes to manage human, physical and financial resources in order to effectively deliver the religious and educative programs of the school: |

**Mandatory student protection questions**

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| To the best of your knowledge, are there any concerns or reservations which are held about the applicant’s suitability for child-related employment?  Yes  No  If yes, please provide details: | |
| To the best of your knowledge, has the applicant ever been charged with a serious offence?  Yes  No  If yes, please provide details: | |
| Is there any substantiated information that you can provide to support or raise concerns about the applicant’s suitability to work in close contact with children and young people in an unsupervised environment?  Yes  No  If yes, please provide details: | |
| **Signature:** | **Date:** |
| **This report was completed by:**  the referee  a representative of TCS | |
| Name of TCS representative completing report (if applicable): | |