



Join our team

Assistant Principal

Upper Primary

**Be a part of our transformative and
supportive community empowering
the next generation of learners.**

Discover Holy Cross College

Holy Cross College has been a cornerstone of quality Catholic education since 2010. Starting from humble beginnings, Holy Cross College has grown to become a thriving community with a double stream Primary School and six stream Secondary School on one campus in the heart of Ellenbrook.

Grounded in our faith and inspired by our connected and caring community, we strive to build promising futures for families and shape compassionate, confident and capable individuals prepared to make a positive impact on the world.

Our vision is for Holy Cross College to be a community of transformation in the spirit of the Risen Christ inspired by our College Patron, St Oscar Romero. Our mission is to empower students to have life to the full, inspired by Christ's journey of transformation and redemption.

At Holy Cross College, our holistic approach is guided by our LIFE pillars:

Learning: Our focus is on developing core learning skills to ensure our students are equipped to face the challenges of a rapidly changing world.

Inter-relationships: Nurturing a caring, compassionate and connected environment – not only among our students, but also our wider community.

Faith: Celebrating a hope-filled Christian faith, grounded in reflection that leads to justice and service. Our faith-based approach to education encourages students to explore and deepen their spirituality, helping them to develop a strong sense of social justice and service.

Enrichment: Enriching the lives of our community members through engagement in holistic opportunities that exist beyond the classroom.

Position Description

The Assistant Principal 3-6 is a vital position within the Junior School Leadership Team. As Assistant Principal, you will demonstrate a clear understanding of the College Vision and integrate it into your daily practices, policy development, and collaborative work with teams to implement meaningful improvement strategies across our early learning community.

Our Junior School operates within a comprehensive leadership structure that supports our PK-12 community. The Assistant Principal 3-6 reports directly to the Head of Primary and works collaboratively with the Assistant Principal PK-2 and other key stakeholders. This role provides direct leadership, support and mentorship to teaching staff, fostering a cohesive and high-quality educational experience across Years 3-6.

A particularly significant aspect of this position is championing Religious Education and intervention initiatives across the Junior School while leading the Enrichment Pillar. In doing so, the Assistant Principal 3-6 plays a key role in ensuring that every child is known, supported and provided with the opportunities they need to flourish academically, socially, emotionally and spiritually.

Responsibilities

Community and Pastoral Care

- Foster a safe, inclusive, and compassionate school environment that reflects the dignity of each person and is grounded in the principles of Catholic social teaching.
- Support the wellbeing of students through proactive restorative practices, and responsive interventions that promote resilience, empathy, and respectful relationships.
- Collaborate with staff, families, and external agencies to ensure holistic care for students, particularly those experiencing personal, social, or emotional challenges.

Education and Learning

- Oversee the ongoing implementation of SCASA Curriculum and manage reporting across the Junior School
- Oversee curriculum development, programming, and assessment.
- Promote a culture of high expectations in learning with clear and consistent routines.
- Develop, implement and evaluate pedagogical improvement strategies, including teacher observation and feedback.

Catholic Identity and Faith

- Actively promote and model the Catholic ethos and mission of the College, fostering a Christ-centred learning environment that reflects Gospel values in all aspects of College life.
- Support and facilitate ongoing faith formation opportunities for staff, including professional development in Religious Education, and engagement with Catholic social teaching.
- Oversee Religious Education programs that nurture the spiritual growth of students, including opportunities for prayer, liturgy and reflection.
- Strengthen partnerships with the parish and wider Catholic community, encouraging active involvement in faith-based events and fostering a sense of belonging to the Church.

Stewardship

- Lead learning intervention throughout the Junior School.
- Manage the learning intervention team of Education Assistants
- Manage EAL/D data and plans across the Junior School.
- Collaborate with the Senior Leadership Team to ensure strategic alignment and coherence.
- Lead sustainable practices that support long-term growth and professional development.
- Engage with external partners to share best practices and expand the College's influence.

Why Join Us?

Each staff member at Holy Cross College plays a fundamental role in advancing our vision, mission and the strategic direction of the College. Our team is collaborate and committed to seeking new knowledge, keeping the College continually at the forefront of modern education. With access to state-of-the-art facilities, new technologies and abundant resources, we seek to provide our community with the best learning experience.

Employees enjoy:

- Salary packaging benefits
- Discounted rates on corporate health insurance and wellbeing initiatives
- Two additional leave days for discretionary and Catholic day leave
- Fitness Centre
- Work with State-of-the-art technology
- Professional development - Apple Distinguished
- 30 minutes from the CBD
- Connected community

Apply Today

Commencement Date: 1 January 2027.

Persons appointed to this position should address the following points:

- Actively support and promote the objectives and ethos of Catholic Education as articulated in the Bishops of WA Mandate for Catholic schools and the Vision and Mission of the College.
- Demonstrate capacities in all areas of the key responsibilities as articulated in the Role Description of Assistant Principal.
- Have completed or be willing to undertake and complete accreditation to teach in a Catholic school.
- Have current registration with the Teachers Registration Board of Western Australia (TRBWA) and a current Working with Children Card (WWCC).

Conditions: Full Time, Ongoing

Applications Close: Wednesday 9 September 2026 at 4:00pm.

Please complete the below checklist and email the appropriate documents to the Principal's Assistant at employment@holycross.wa.edu.au.

All applications should be sent with the following documents:

- Valid working with Children Card
- TRBWA
- Academic Transcripts
- Covering letter (no more than two pages)
- Resume
- [Application For Employment Form](#)