

# Waiau Pa School

## Staff Consultation

### Personality characteristics of the new principal

Must be approachable with an “open door” policy for all staff regarding everyone as an important part of the school team. The principal must feel and seen as part of the team and be a team player. A team player gets involved with all school activities and is not aloof. Gets involved with staff and children.

A happy person with a good sense of humour is a must as we have a happy school.

Reasonably easy going and family friendly - understanding that staff have calls made on them outside of school.

Key words: compassionate, empathetic, caring, sociable and honest. Enthusiastic. High standards. Possesses common sense. Hands on. People person. Firm but fair.

Must be loyal and supportive of staff members. Self-confidence shows up in being a strong leader when needing to be decisive and to make hard calls. Not intimidating.

### Leadership qualities and values.

[Not already mentioned elsewhere]

Must have: integrity with no hidden agendas. Be open, inclusive and respectful. A macro manager rather than a micro manager. Should lead by example and walk the talk. Be consultative and collaborative trusting the staff. Must be a good delegator.

Should be innovative and good under pressure. Must be a good communicator. Able to identifying staff strengths and nurture these. Must be adaptable and well organised.

Should be good at speaking in public to staff, students and the community. In this regard should also be seen as the representative of the school in wider community functions. Must have mana in the community and develop relationships.

Should be ready to praise and acknowledge good things being done by people and have staff celebrations for significant things achieved. Values different strengths people have.

## Professionalism and Expertise.

Must have vision – fresh ideas and be a forward thinker. Up to date with modern educational thought and pedagogy.

Must be a good financial manager able to budget and to understand financial procedures.

Should be competent with computing and IT technology and willing to keep up to date.

Not overly the “businessperson” – still an educator.

Appreciates a good work environment and wants a fresh environment that is well-maintained.

Understands the educational and other needs of young people from years 0 – 8.

Good understanding of children with special needs and sensitive to the work done by the para-professionals working with them.

## Change Management.

Must learn the school's history and gain an understanding of what has been achieved and how things work before creating a vision. Gain awareness from all parties involved in the change – parents, teachers, community etc.

Introduce changes in a measured, planned way with a time line that everyone understands and can achieve in. Reduce unnecessary stresses and pressures.

Have a reason for every change – “if it isn’t broken, don’t change it”.

Must have great consultation and communication.

## Connecting with new principal.

Open door for any issues. Principal joins us in the staffroom.

Visits the classrooms regularly. Have a respect for the community feel of the school.

Involved with extra programmes. Be a good listener. Gives relevant feedback.

## Principal “visibility”.

In the classrooms, playground at assemblies and in the staffroom. At socials.  
At staff meetings and syndicate meetings. Should be able to lead staff meetings.

Involved in duties. Seeing children’s work brought to his office. Can adapt to the unexpected challenges of a school day.

Available and present at community events – calf club, prize giving etc.

Should learn children’s names and be interactive with them anywhere and anytime.