



# Principal Recruitment Information for Applicants





## OUR VISION

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A learning community that prepares students to live restoratively for Jesus in a world where every square inch belongs to Him.

## OUR MISSION

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To be a community of families, teachers and friends who acknowledge Christ as the source of truth and life as revealed in the Bible and His world.

To serve Christ by supporting parents in their God-given responsibility to nurture their children.

To recognise the worth and uniqueness of each individual and provide a cooperative environment that seeks to develop the whole child so that each one may grow in their relationship with God and serve Him.

*Learning in God's World*

# PRINCIPAL

## Kuyper Christian School

The Abraham Kuyper Christian Education Association Board of Directors invites applications from committed and passionate Christian leaders for the position of Principal of Kuyper Christian School, commencing January 2027.

Kuyper has been providing quality Christian education, founded on a reformed, evangelical theological position, for over 40 years. Our growing, well-resourced, co-educational, Prep to Year 12 school of around 240 students is located in beautiful Kurrajong in the Hawkesbury region of northwest Sydney.

As a core part of our mission, we are committed to an educational partnership with parents grounded in biblical truth, where Jesus is in His rightful place at the centre of education

We recognise that this is God's world - every square inch of it belongs to Him. All our teaching and learning programs seek to lead students towards responsible and responsive discipleship of Jesus Christ. Our committed Christian staff are passionate about delivering a creative and challenging curriculum that faithfully expresses a Bible-based, Christian worldview.

Kuyper Christian School is an established presence in the local community with a positive reputation and good relationships with local churches and other community organisations.

The new Principal will be a committed Christian of reformed evangelical persuasion with a clear understanding of and passion for Christian Education. Strong communication skills, the ability to wisely lead and guide the school's management team, and a warm, relational, community-focused leadership style are essential to the role.

The Principal serves as the chief advisor to a stable and supportive Board of Directors elected from the Abraham Kuyper Christian Education Association Ltd.

Kuyper Christian School is a member of Christian Education National (CEN), the Australian Association of Christian Schools (AACCS) and Independent Schools NSW (ISNSW).



# KEY CHARACTERISTICS

## CHARACTER & COMPETENCE

Each child is valued as an individual made in the image of God, with talents and abilities to be developed for serving God and others. The development of positive relationships, character and a personal response to God are equal in importance to the development of skills.

## CO-OPERATION OVER COMPETITION

We are called to live in community. As a Christian community, we value cooperation and collaboration over competitiveness. Students are encouraged to be faithful with their gifting, time and relationships.

## SERVING ONE ANOTHER

As a community, serving one another and our world is an appropriate response to all that God has given to us. Human flourishing happens when we seek to live out the way in which God calls us.

## RELIANCE ON GOD

We recognise our complete dependence on God and acknowledge that “every square inch of creation belongs to Jesus”.

This role presents a significant opportunity to lead a school community that recognises Christ's lordship over every square inch of life. The successful applicant will join a committed community of staff, parents and Board members who share a passion for Christian education and the formation of young people who will live faithfully and responsibly in God's world. We prayerfully seek a leader who will guide Kuyper into its next season with courage, wisdom and deep trust in God's provision.



## Principal

Permanent 1.0 FTE position

Commencing January 2027

### ROLE OVERVIEW

The Principal will:

1. Have an evident personal commitment to the Lordship of Jesus Christ in all aspects of life.
2. Respect, promote and work within the organisational authority structures of a Parent Governed Christian School, as laid down in the Constitution of Abraham Kuypers Christian Education Association Ltd.
3. Be committed to the furthering of the mission of the School as set out in the Constitution.
4. Be responsible for the development and management of teaching and learning from a Christian perspective.
5. Oversee, and take responsibility for, the day-to-day operations and financial management of the School, the professional performance of the staff and the academic and personal development of the students.
6. Lead the strategic planning processes of the School in collaboration with the Board.
7. Undertake the management and documentation of regular performance appraisals, both of the Staff and the School as a whole.
8. Maintain an up-to-date knowledge of Federal and State Government education and regulatory policies, and advise the Board of the implications of these policies for Christian education.
9. Effectively promote the School in public and private forums.
10. Be committed to promoting the wider mission of Christian Education National (CEN), the national organisation to which the School belongs.

## PERSONAL REQUIREMENTS

The Principal is expected to bring a range of personal qualities, habits, skills and experience to the duties associated with the role, such as:

- An actively demonstrated personal Christian faith.
- Regular Church attendance and involvement in Church activities, and an exemplary Christian lifestyle.
- A reputation for personal and professional integrity.
- A demonstrated commitment to serving Christ in Christian Education.
- Academic qualifications and experience that are appropriate for a leadership role in an established Prep to Year 12 Christian School.
- A recognised ability to lead in a manner that gains the respect and affection of the School community.
- Skills in planning, coordinating and managing educational activities.
- Skills in and a willingness to lead, assist and advise the Board in strategic planning.
- Ability to assist staff in reviewing and improving their teaching effectiveness.
- High-level communication and interpersonal skills in dealing with all members of the School community.
- A demonstrated commitment to professional self-development in the field of Christian Education.
- Skills in developing close links between the School and the wider community.
- Personal qualities such as adaptability, initiative, versatility, enthusiasm, optimism and the ability to bring about change.



## RESPONSIBILITIES

### Spiritual Leadership

- Lead a Christ-centred, God-honouring educational community that reflects a Biblical worldview in all aspects of its culture, atmosphere, direction and programs.
- Be a genuine example to the School community of Christ-centred, servant leadership.
- Provide appropriate pastoral oversight to the School community.

### Managing & Leading Staff

- Inspire, direct, guide and support all staff members.
- Set high expectations through careful collaborative planning and formal appraisal processes that regularly review the effectiveness of learning, pastoral care and conflict resolution.
- Provide an environment that acknowledges and supports individual staff initiatives and achievements.
- In consultation with the Board, take responsibility for appointing, directing, managing and dismissing employees, and for all other issues relating to the employment of School employees, in accordance with policy.
- Report to the Board any matters of relevant professional or legal concern in respect of staff members.
- Maintain staff records as required by Federal and State regulations.

### Student Development

- Inspire, direct, guide and encourage students in their Christian educational development.
- Provide an educational environment for students that nurtures faith, encourages wisdom and discernment and supports and enables their responsible engagement in the world.
- Ensure that individual student requirements are balanced and understood within the School's obligation to deliver appropriate educational outcomes for all students.
- Oversee the development, implementation and review of suitable student assessment procedures and ensure progress is appropriately communicated to parents.
- Ensure individual student records are maintained in accordance with Federal and State requirements.
- In consultation with the Board, take responsibility for enrolling students and managing student behaviour, including suspension and expulsion, with appropriate reports to the Board.
- Report to the Board any matters of relevant personal or legal concern in respect of students or School families.

## Academic Performance & Curriculum Development

- Oversee the development of a Christ-centred curriculum that reflects the vision and values of the School.
- Lead pedagogical innovation and a continuous review of the learning environment to ensure that students can achieve their potential for learning, personal development and academic performance.
- Ensure that the academic program delivers strong outcomes in external assessments such as the HSC and NAPLAN.
- Monitor curriculum implementation, including evaluation and re- development, consistent with national guidelines.

## Strategic Planning

- In collaboration with the Board, develop and implement visionary, strategic and operational planning processes that address identified opportunities and challenges.
- Assist the Board in considering growth options and facilities development.
- Develop and implement effective marketing strategies.

## The Executive Team

- Build a warm, trusting and highly effective relationship with the Executive Team.
- In consultation with the Board, develop and/or change the Executive Team structure in line with the School's growth and effective management requirements.
- Oversee and regularly appraise the performance of the Executive Team.

## Community Relations

- Develop a sense of community among staff and parents that encourages them to embrace and own the vision and values of the School.
- Establish and maintain good communication within the School between all stakeholders.
- Promote the School's image in the wider community.
- Maintain close association with National and State networks such as Christian Education National (CEN), Australian Association of Christian Schools (AACCS), and Independent Schools NSW (ISNSW).
- Act as spokesperson for the School in the public arena, ensuring that no comment is made which could be deemed prejudicial regarding the affairs of the School or the Board.
- Represent the School at official functions both within and outside the School.

## Finance

- Take responsibility for the financial performance of the School. Keep the Board up to date with all relevant financial matters.
- Initiate, contribute to and take responsibility for the development of the annual budget and long-range plans in collaboration with the Chief Financial Officer and the Board.
- Advise the Board regarding appropriate movements in staff salary levels, with reference to Kuyper CS budget requirements, current employment agreements and appropriate 'market rates.'
- When appropriate, attend meetings of the Finance Committee as an ex officio member.

## Facilities, Property & Infrastructure

- Ensure appropriate management and review of the infrastructure and facility requirements needed for the efficient management of the School.
- Ensure appropriate forward planning for facility and property requirements.
- Ensure the School is compliant with all WHS regulations.

## Government Reporting & Statutory Compliance

- Ensure that the School provides a safe and secure environment for staff and students.
- Oversee Child Protection policy and procedures.
- Keep abreast of Government regulations, policies and correspondence.
- Be familiar with and be able to enforce the School's conditions of employment.
- Ensure the School meets NESA's registration requirements.
- Communicate with law enforcement and other agencies as required by law.
- Ensure the School is compliant with all government regulations and laws.
- Ensure all teaching staff are registered appropriately with NESA.
- Provide regular and timely reports to the Board regarding matters related to compliance.

## Training & Professional Development

- Maintain and monitor a professional development program for all staff and ensure the annual budget includes adequate provision for professional development.
- Ensure that staff support the CEN and National Institute of Christian Education (NICE) Professional Development programs for teachers and executive staff.
- Be personally involved in collegial forums and professional development provided for Principals by CEN, ISNSW and other appropriate professional and Christian organisations.

## The Board & Association

- Build a strong relationship of trust, respect and transparency with the Board.
- Understand and respect that the Chair is the recognised channel of communication between the Board and the Principal.
- In consultation with the Board, further develop the School's educational mission and aims with policies, goals and objectives.
- Implement the policies and plans approved by the Board and carry out any other reasonable instructions of the Board.
- Formally report to and communicate with the Board, attend Board meetings, and keep the Board informed of significant developments within the School in a timely manner.
- Attend and report to the Abraham Kuyper Christian Education Association Ltd meetings.

## Personal Professional Growth

- Continually develop and deepen a personal understanding of the nature and purpose of Christian Education.
- Maintain a personal Professional Development program, particularly in respect of opportunities provided by CEN and ISNSW, and ensure that the annual budget has adequate provision for the Principal's Professional Development.

## ACCOUNTABILITY

The Principal is accountable directly to the Board. The Principal is an ex officio member of the Board and the chief advisor of the Board.

## SALARY & CONDITIONS

The salary and conditions for this position will be negotiated by the Board in accordance with the successful candidate's experience and with salaries and conditions in comparable schools in NSW.

Reasonable transfer and removal costs will be provided for the successful applicant.



# APPLICATION PROCESS

## INFORMATION YOU SHOULD HAVE RECEIVED

As part of the application process, you should review the following documents:

- Principal Information document (this document)
- Constitution (including Statement of Faith)  
Available on the school website: <https://kuypers.nsw.edu.au/about/governance/>

## APPLICATION INSTRUCTIONS

The applicant should be able to demonstrate in their application that they are:

- A committed follower of Jesus Christ, actively involved in a Christian church whose theology is consistent with the school's Statement of Faith.
- A visionary leader with a commitment to Christian Education in the reformed, evangelical tradition.
- A well-qualified, experienced and successful leader in a Prep to Year 12 environment.
- A relational leader with team-building and mentoring skills.
- A culture builder within the school and the wider community.
- A competent, professional manager in areas such as finance, staffing, planning and policy.

Please include the following in your application:

1. A brief cover letter
2. A resume
3. Reflections on the demonstrated requirements as noted in the list directly above
4. The names of three referees (two professional, one pastoral)
5. Relevant registration numbers, and
6. Copies of academic transcripts.

Please email applications to the CEN Consultancies Administrator, Melinda Simson, via [consultancy@cen.edu.au](mailto:consultancy@cen.edu.au)

You will receive an acknowledgement confirming receipt of your application.

## CLOSING DATE

The closing date for applications is **COB Monday, 4 May 2026**.

*Learning in God's World*



Kuyper  
CHRISTIAN SCHOOL