

Position Description

Leader, Literacy Policy (*Primary/Secondary*)

Why work with us

Every child and young person deserves a great education.

We have a strategy that aims to unlock every child’s potential now and into the future, one that in partnership with learners, students, parents and the wider South Australian community will build a world-leading public education system. One that is equitable and prioritises learning and wellbeing.

Together we will make our education system the best it can be.

When our children and young people thrive, so do our communities and our state.

Our values

We are part of the South Australian public sector and share the values of:

							
SERVICE	PROFESSIONALISM	TRUST	RESPECT	COLLABORATION & ENGAGEMENT	HONESTY & INTEGRITY	COURAGE & TENACITY	SUSTAINABILITY
We proudly service the community and the South Australian Government.	We strive for excellence.	We have the confidence in the ability of others.	We value every individual.	We create solutions together.	We act truthfully, consistently, and fairly.	We never give up.	We work to get the best results for current and future generations of South Australians.

About this role

The Curriculum Directorate (English and Literacy Unit), within the Curriculum and Learning Division, provides high-quality, evidence-informed literacy advice and resources to support teachers and leaders that empower children and young people to learn and thrive.

The Leader, Literacy Policy utilises the purpose for public education guiding principles to make decisions about, and approach the planning, design and execution of comprehensive research to empower leaders and support effective teaching. Working collaboratively with cross-divisional colleagues, leaders and external partners, the Leader provides contemporary advice that supports leaders to implement literacy improvement to drive equity and excellence for all learner cohorts.

Position title	Leader, Literacy Policy (Primary/Secondary)
Classification	STL 3
Division	Curriculum and Learning
Directorate	Curriculum
Location	Level 2 Education Development Centre 4 Milner St Hindmarsh 5007
Reports to	Program Manager Literacy and English
Direct reports	Nil
Role description date	April 2026

What you will do (key outcomes)

1. Develop, lead and review professional learning, projects and resources that drive continuous improvement in literacy teaching and learning, empowering South Australian children and young people with the knowledge, skills and capabilities needed for effective learning.
2. Identify and analyse contemporary local, national and international research to support schools to implement literacy practice that is high-quality, measurable and consistent, achieving equity and excellence for all learner cohorts.
3. Collaborate across the Curriculum and Learning Division and other directorates, with internal and external stakeholders to provide evidence informed advice and resources that positively influence and inspire the delivery of the South Australian Curriculum.
4. Evaluate current programs and strategies, measure, analyse and report on associated feedback, data, results, impacts or issues and use what is learnt to inform policy and practice at system level.
5. Operate within a highly public, responsive, accountable, dynamic and politically sensitive environment considering diverse contexts and prioritising equity, learner agency and student wellbeing.
6. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

- **Collaborative leadership:** Demonstrated collaborative leadership, with shared understanding of purpose across directorates, divisions and external stakeholders to plan and implement system wide school improvement programs.
- **Pedagogical leadership:** Extensive knowledge and experience in contemporary evidenced informed literacy practices that are inclusive of all learners and aligned with the Strategy for Public Education.
- **Research Skills:** Demonstrated experience to analyse and translate extensive knowledge of literacy research, measure for impact using evidence and data, and to design, deliver and evaluate professional learning and resources.
- **Communication:** Strong oral and written communication skills, with proven experience in developing positive and collaborative working relationships and networks with diverse groups, ensuring clear and effective messaging.
- **Role management:** Manage complex and competing priorities and develop effective resolutions using political discretion both individually and through working with others.
- **Promote and create a safe and inclusive work environment:** commitment to maintaining a safe, healthy and equitable working environment by actively reporting incidents that may pose a risk to physical, psychological or cultural wellbeing.



Who you will work with (key relationships)

Direct working relationship:

- Reports to the Program Manager, Literacy and English.

Internal Working Relationships

- Works closely with:
 - leaders and officers within the directorate and Curriculum and Learning division.
 - leaders and officers from divisions and directorates across the department
 - teachers and leaders in schools.

External working relationships

- Consults and negotiates with key partners and stakeholders in the community, other state and commonwealth government departments, non-government education sectors, principal, parent and professional associations.

Eligibility

Applicants must be either currently registered or able to be registered to teach in South Australia. If not permanent with the Education Department, applicants must meet the department's minimum employment requirements before taking up an appointment.

Minimum departmental employment requirements for teachers include recognised teaching qualifications and registration as a teacher in South Australia and, in addition, for all applicants who are not permanent with the department will include an active on-line application in the Employable Teacher Register (ETR), a cleared Education Department Employment Declaration, Australian residency or current work permit, Reporting Abuse and Neglect training (previously known as Mandatory Notification), and an approved First Aid Certificate.

At the conclusion of a term of appointment:

- permanent Education Department employees will be placed according to the terms of their substantive appointment and the policies in operation at the time
- employees originally from other public sector organisations with a right of return, will be managed according to the provisions of the Public Sector Act 2009 (SA) and any applicable public sector determination or policies
- applicants who are not permanent employees of the department do not hold placement rights with the Department for Education at the conclusion of the appointment.

Corporate responsibilities	Special conditions
Keep accurate and complete records Act appropriately in line with the Public Sector Code of Ethics at all times Support diversity and promote an inclusive workplace for everyone Maintain a commitment to Work Health and Safety legislative requirements	You will need a current driver's licence and be willing to drive You may be asked to work out of hours You may need to travel within or outside South Australia You need to achieve mutually agreed performance goals

Assessed by: Nadine Berno, P&C Consultant, Corporate Leader Advisory Service		Approved by: Denise Squire, Transition Leader, English and Literacy	
Date: May 2026		Date: May 2026	