

Role Description

Role Title: Faculty Manager, Humanities and Pathways Class: AS08	Group: Education Services Capability: Expert
Reports to: Director, Education Services	Direct Reports: Education Consultant (x5)
Role Purpose The Faculty Manager, Humanities and Pathways is accountable to the Senior Manager, Education Services for leading a team of curriculum and assessment experts to provide educational expertise across the range of South Australian Certificate of Education Board (SACE Board) functions and activities that shape education so students thrive. The Faculty Manager, Humanities and Pathways works collaboratively with key internal and external stakeholders while holding true to the strategic purpose of the SACE Board and managing associated risks at a faculty level.	
Key Results Area 1. Actively engage and lead a high performing team in delivering a customer focused and positive workplace culture to achieve the SACE Board's strategic plan and priorities. 2. Lead the operational functions of the team in delivering high quality services in accordance with the SACE Board delegations, and SACE Board and Government policies, procedures and legislative obligations. 3. Foster an environment where employees are agile and innovative and drive continuous improvement in agency processes and systems to ensure they align with business needs. 4. Lead a holistic approach to positively foster, drive and embed change through open and regular dialogue with stakeholders and employees to maximise opportunities and outcomes that enable the SACE Board's aspirational vision of leading educational change and student transformation. 5. Cultivate and model strong strategic working relationships and cross-functional collaboration with stakeholders to position the agency as a leader in education enabling students to thrive. 6. Lead the delivery of innovative initiatives and projects across a complex and dynamic education system that maximises the positive impact of the SACE Board on young peoples' educational outcomes and their ability to thrive.	7. Providing high level written and verbal advice to internal and external stakeholders on the SACE, SACE subjects, recognised learning, and national and international directions in education. 8. Oversee the analyses and interpretation of student and school assessment data and subject assessment data to identify, develop and manage effective improvement strategies within the Faculty. 9. Oversee the analysis of the implications of SACE assessment, learning and assessment design and quality assurance processes in a changing environment in collaboration with stakeholders outside of the SACE Board (e.g. standards leadership teams, assessment panels, subject reference groups, recognised learning providers). 10. Oversee the coordination of school liaison and in-depth subject advice in the area of expertise and more broadly across the Faculty. 11. Support the Change, Communications and Partnerships group to identify and manage the development of a range of professional learning initiatives with stakeholders with a focus on the subject areas within the Faculty. 12. Work with the EPMO to manage interdependencies between education products within the Faculty and between faculties. 13. Lead the development of strategies that empower teachers and school leaders to work in the electronic environment.

Qualifications

An appropriate tertiary qualification in education.

Corporate Responsibilities

Responsible for:

- Keep accurate and complete records of business activities in accordance with the *State Records Act 1997*.
- Maintaining a commitment to equal employment opportunity, inclusion and diversity, and work health and safety.

Special Conditions

- Intrastate travel to regional and remote locations; international and interstate travel may be required.
- Some out-of-hours work.
- The incumbent works under the *SACE Board of South Australia Act 1983*.
- Appointment is subject to a satisfactory clearance in accordance with the SACE Board policy.

Technical Capabilities***Essential***

- Experience in leading and managing a high performing team to deliver on system outcomes that align to the agency's strategic plan and priorities.
- Experience in the development and evaluation of curriculum and assessment in senior secondary education.
- Understanding and/or experience of national and/or international directions in curriculum, assessment and quality assurance.
- Extensive discipline knowledge and subject matter expertise (SME) in one or more subject areas.

SACE Board Capability Framework ("The Framework")

The SACE Board Capability Framework spans across five (5) levels:

Foundation (AS01-2)	Intermediate (AS03-5)	Advanced (AS06-7)	Expert (AS08-MAS3)	Architect (Executive)
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This role is at an Expert level within the Framework. Candidates should refer to **Attachment One (1)** regarding capabilities and behavioural indicators required for this level.