

KO TAKU REO

Deaf Education New Zealand

JOB DESCRIPTION

POSITION: Deputy Principal, Language and Culture
TENURE: Full-time Permanent

RESPONSIBLE TO: Executive Principal

Direct Reports Head of Culture and Language, Head of Residential and Immersion, Head of Early Years, Communications and Engagement Lead

Internal Relationships: Executive Principal, Executive Leadership Team, all staff.

External Relationships: Students, parents, whānau and caregivers, Deaf community groups and organisations, relevant Ministry of Education and other education sector agencies, Professional and cultural networks, Early learning and residential partners.

Position Purpose

The Deputy Principal – Language and Culture, contributes to the achievement of Ko Taku Reo’s strategic objectives as approved by the Board. This role provides strategic and operational leadership across the Culture, Language and Engagement function — encompassing Culture and Language, Residential School, Early Years, Engagement and Communications.

The Deputy Principal champions an environment steeped in cultural responsiveness, allyship and linguistic diversity. This includes celebrating Deaf culture, promoting bilingualism (New Zealand Sign Language, Te Reo Māori and English), and fostering inclusive, high-quality education for all students. Through strategic leadership and authentic engagement, the role ensures that cultural identity and language acquisition are central to the school’s curriculum, community relationships, and learner outcomes.

Key Accountabilities

Strategic and Organisational Leadership

- Lead the development, implementation, and evaluation of the Culture and Language Function, ensuring alignment with the school’s strategic plan and values.
- Provide strategic input to the Executive Principal and Executive Team in shaping organisational direction, priorities, and performance outcomes.
- Contribute to school-wide initiatives, ensuring coherence and integration across all functions and locations.
- Monitor and evaluate progress towards strategic goals, reporting on key outcomes and areas for improvement.
- Lead a high-performing team, ensuring clarity of purpose, accountability and professional growth across all leaders.

Leadership of Culture and Language Team

- Lead a high-performing leadership team, providing coaching, professional development, and performance feedback to empower success and accountability.
- Champion cultural and linguistic diversity, supporting the embedding of NZSL, Te Reo Māori and English throughout the school's culture, curriculum, and operations.
- Foster an inclusive environment that values Deaf culture and supports staff and students to thrive in a bilingual, bicultural context.

Health, Safety and Wellbeing

- Lead a positive and proactive culture of safety, health, and wellbeing across all areas of responsibility.
- Model behaviours consistent with Ko Taku Reo's values and promote wellbeing as integral to educational excellence.

Engagement and Collaboration

- Build and maintain strong, respectful relationships with the Deaf community, whānau, schools, education partners, and professional networks.
- Represent Ko Taku Reo in national education forums, contributing to thought leadership in Deaf education.
- Collaborate with the Executive Team to ensure alignment and coherence across organisational priorities.
- Advocate for Deaf and hard of hearing learners, ensuring their perspectives and experiences inform learning design and delivery.

Operational Excellence

- Ensure effective systems, processes, and resources are in place to support the efficient functioning of the Language and Cultural function.
- Lead performance monitoring and reporting processes to measure effectiveness and inform continuous improvement.
- Manage budgets and resources responsibly to achieve strategic and operational outcomes.

Any additional tasks and/or responsibilities are completed, as requested by the Executive Principal:

- Ensures all tasks are completed efficiently and to a high standard
- Is professional in their appearance and manner, positively representing themselves and the organisation to ensure positive perceptions from the internal and external community
- Performs additional duties in an efficient manner, to the required standard and within negotiated timeframes.

Experience and Skill Competencies

Qualifications and Experience

- Registered teacher with a current practicing certificate. Proven senior leadership experience within the education sector, ideally deaf education and in a bilingual, bicultural or specialist education environment.
- Experience in strategic leadership, stakeholder engagement, and leading multi-disciplinary teams.
- Deep understanding of Deaf culture, NZSL, and bilingual education principles.
- Knowledge of Te Tiriti o Waitangi and commitment to bicultural practice within Aotearoa New Zealand.
- Familiarity with the New Zealand Curriculum and frameworks supporting inclusive and equitable education.

Skills and Attributes

- Strategic thinker with the ability to translate vision into actionable plans.
- Authentic and empathetic communicator who values relationships and collaboration.
- Strong cultural competence and ability to lead with inclusivity and respect.
- Demonstrated ability to build and lead high-performing teams.
- Commitment to student wellbeing, staff development, and continuous improvement.

SIGNED _____
Deputy Principal, Language and Culture

DATE_____

SIGNED _____
Executive Principal

DATE_____