



JOB ADVERTISEMENT

HEADTEACHERS NURSERY – KIBULI AND BUWAATE (2)

Position: Head teachers (Nursery Section – Kibuli and Buwaate)

About Greenhill Academy:

Greenhill Academy is a private, Christian-founded school established in February 1994. The institution seeks two dynamic, suitably qualified, and experienced **Head teachers – Nursery Section** for its campuses in **Kibuli** and **Buwaate**.

Job Purpose:

The Headteacher will oversee the Nursery Section's operations, develop and implement an appropriate curriculum for children aged 3–6, and ensure a safe, nurturing, and academically enriching environment. Reports to the Rector, a member of the **Senior Management Team (SMT)**.

Key Responsibilities

- **Strategic Planning:** Translate the school's vision and mission into actionable objectives and work plans.
- **Curriculum Management:** Design, implement, and evaluate a culturally appropriate Nursery curriculum that meets pupils' developmental needs.
- **Performance Tracking:** Monitor and improve school, teacher, and pupil performance using effective evaluation systems.
- **Staff Management:** Supervise, mentor, and evaluate staff, ensuring capacity building and addressing underperformance in a timely manner.
- **Quality Assurance:** Maintain high standards in teaching, learning, and assessments while ensuring adherence to set procedures.
- **Policy Compliance:** Uphold school policies, values, and Ministry of Education guidelines while fostering strong communication with stakeholders.
- **Risk Management and Innovation:** Assess and mitigate risks while fostering creativity and innovation in the Nursery Section.
- **Ethos and Culture:** Build a culture of challenge and support grounded in Christian values, ensuring all Learners achieve success and engage in their learning.
- **Professional Development:** Develop effective staff induction, performance reviews, and continuous professional development programs.
- **Leadership and Collaboration:** Foster a collaborative learning culture and engage with other schools to build learning communities.

Requirements:

- A Registered teacher holding at least a Diploma in Early Childhood training or its equivalent from a recognized institution. A degree in Early Childhood Education will be an added advantage.
- A minimum of 5 years work experience in a Pre-school/Nursery setting with 3 years at a Supervisory level.
- Able to practically handle and manage Early Childhood Learning Framework.
- Skilled in guiding Learners based on their individual learning needs and styles



- Ability to work in a busy and dynamic environment with parents and staff
- Excellent Collaboration, synergy and teamwork skills
- Must be Computer literate in Word and Excel.
- Ability to work well with a diverse population of children, parents and staff.
- Ability to interact with learners in a warm and positive manner and is able to develop their trust and rapport.
- Develop and provides inclusive, developmentally and culturally appropriate activities.
- Must be motivated to learn and grow in an educational environment; and be willing to continually increase knowledge in the field of Early Childhood Education.
- A standing character and ability to think, innovate, and implement set goals and plans.
- Ability to effectively communicate using English language, Energetic, enthusiastic, dedicated, self-disciplined, possessing people and problem solving skills.
- Teacher registered with Ministry of Education.

Core Values:

The Headteacher Nursery will be expected to model Greenhill Academy's core values:

- Christian Based
- Courtesy
- Result Oriented
- Integrity, Transparency & Accountability
- Team work
- Professionalism
- Social and Environmental Responsibility

How to apply:

All qualified and interested candidates should submit the following documents a) Application letter; b) CV indicating 3 referees, two of whom should have been your direct supervisors & salary history (attached as one document) to hr@greenhillacademy.ac.ug by 24th January, 2025; 5.00 pm. Only shortlisted candidates will be contacted.

Note: Only shortlisted candidates will be contacted.