



EARLYBIRD SCHOOLS

P.O.BOX 1383- 90100 MACHAKOS.

JOB DESCRIPTION

Job Title	Head Teacher
Job Location	Machakos
Reporting To	Board of Directors

Earlybird Schools, a distinguished institution dedicated to providing quality education, is seeking a motivated and dynamic Headteacher to lead our educational community towards excellence.

About the Role:

As the Headteacher, you will play a pivotal role in providing visionary leadership and direction to our school. You will oversee the implementation of educational programs, ensure the delivery of high-quality teaching, and cultivate a nurturing learning environment for students and staff.

Key Responsibilities:

- Provide strategic leadership and vision for the school.
- Oversee the implementation of curriculum standards and educational policies.
- Foster a positive and inclusive school culture.
- Develop and maintain effective communication channels with staff, students, parents, and stakeholders.
- Manage the day-to-day operations of the school, including budgeting and resource allocation.
- Lead and support professional development initiatives for teaching and non-teaching staff.
- Ensure compliance with regulatory requirements and standards set by educational authorities.

Requirements:

- Proven experience in a leadership role within an educational institution.
- Strong understanding of curriculum development and educational best practices.
- Excellent communication and interpersonal skills.
- Demonstrated problem-solving and decision-making abilities.
- Bachelor's degree in education or a related field.
- ICT Proficient
- Valid TSC number.

How to Apply:

If you are passionate about education and possess the required skills and qualifications, please submit your CV to info@earlybirdschoools.co.ke by 31st May 2024.

Join us in shaping the future of education at Earlybird Schools!

Tel: 0727-230-500(Primary)
Tel: 0740-565-318(Kindergarten Kathome)
Tel: 0717-076-767(Kindergarten Eastleigh)
Tel:0791 492731(Kindergarten Mumbuni)
info@earlybirdschoools.co.ke
www.earlybirdschoools.co.ke