

## VACANCY – Executive Principal

**CORE EDUCATION**  
EVERY CHILD MATTERS

Core Education invites applications for the position of Executive Principal at the newly rebranded Royals Starlight Academy in Grassy Park, Cape Town.

As a leading provider of quality education, Core Education is committed to ensuring that our school environments are safe, functional, and conducive to excellence in learning. We seek an experienced Executive Principal to manage the strategic plans of the school campus by ensuring optimal operations, safety, and compliance with regulations.

### About the Role

The Executive Principal will be responsible for the efficient managing of the Primary and Secondary School, from Grade R-12. This role includes overseeing daily operations, implementation of school policies and procedures while optimising cost efficiency and ensuring seamless functionality.

### Key Responsibilities

- **Strategic Leadership:** Proven ability to develop and implement strategic plans that drive Primary and Secondary School improvement and excellence.
- **Educational Vision:** Clear understanding of educational trends, best practices, and innovative approaches to teaching and learning.
- **Collaborative Leadership:** Ability to build and maintain effective relationships with teachers, staff, students, parents, and the broader community.
- **Operational Management:** Experience with managing school operations – timetables/governance; including finance – budgets/planning/reporting, human resources – people management/performance/support & development, and facilities management.
- **Change Management:** Ability to manage and implement change initiatives, including organisational design and development.

### We are looking for someone who has:

- A Bachelor's degree in a relevant field;
- At least 10 years teaching experience, preferably High School experience;
- 5+ years' experience in a senior management position; and
- Permanent SACE Certificate and valid Police Clearance Certificate.

The successful candidate should have a proven track record of previous experience.

### Required Skills & Competencies

- Broad knowledge of CAPS curriculum, National Protocol of Assessment and National Curriculum Statement: Grades R-12.
- Broad knowledge of all academic subjects.
- Computer literacy and knowledge of Excel, Outlook and Word.
- Good organisational and administrative skills.

### The Ideal Candidate

- Ability to work under pressure
- Strong focus on meeting deadlines
- Strong time management skills
- Ability to work independently and as part of a team
- Results-orientated
- Excellent written and verbal skills
- Problem solving and data analysis

### Why Join Core Education?

At Core Education, we are shaping the future of learning in South Africa. This is a unique opportunity to lead a mission-driven organisation, making a lasting impact on students, educators, and communities.

### Applications:

To apply, please submit your CV and a motivation letter to [vacancies@coreeducation.co.za](mailto:vacancies@coreeducation.co.za) by **14 April 2025**. Please note: Only shortlisted candidates will be contacted.

\*Core Education makes appointments within the context of its transformation imperatives and aligns itself with the POPI Act.

