



The Office of Education of the South Caribbean Conference is inviting applications from suitably qualified Teachers for the following position:

Vice Principal: Secondary School

Qualifications/Experience/Knowledge/Skills

The successful candidate must:-

- Have a Bachelor's degree in a specific subject/curriculum area from a recognized university
- Have at least six (6) years teaching experience.
- Have at least two (2) years experience in School Administration (*as, Dean, Head of Department etc.*)
- Be able to promote Christian Education effectively in the Constituency of **Southern Academy of Seventh-day Adventists.**
- Be capable of administering school operations. Know the principles and techniques of Secondary School Administration.
- Know and understand the system of Secondary Education in Trinidad and Tobago.
- Possess excellent communication and interpersonal skills.
- Be able to effectively undertake the day to day management of the school, and implement strategies for its development.
- Have a Post Graduate Diploma in Education. A Masters of Arts degree in School Administration, Educational Psychology or Curriculum Development or School Leadership, would be an asset
- Be a holder of the organizational certification for teachers.

Remuneration

A remuneration package commensurate with training and experience will be offered to the candidate selected.

Applications giving full details of qualifications and experience should be addressed to the Education Director, South Caribbean Conference, P.O. Box 66, Port of Spain. The closing date for receipt of applications is **April 10, 2020.** Unsuitable applications will not be acknowledged.

Only Shortlisted candidates will be invited for an interview.