

School Principal at KKCO East Africa

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Company: JobWebKenya

Location: Kenya

Category: other-general

Job Description

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KKCO East Africa is an independent accounting and advisory firm of Certified Public Accountants situated in Kenya with a vision for significant growth across the continent of Africa. Established in by two founding partners: Mr Isaiah Kimani and Mr Joshua Kerretts, the firm was known as Kimani Kerretts & Co, which was then rebranded to KKCO East Africa in

Duties and responsibilities.

Leadership and Climate

Continually endeavor to improve the operating effectiveness of the school.

Keep informed of current practices and techniques relating to school programs, teaching and administration by attending meetings and professional development conferences, and reading professional materials.

When not involved in teaching duties, to devote as much time as possible to the supervision of the school; observing methods of instruction and endeavoring to improve the efficiency of the staff and the school in general.

Keep the Board fully advised as to the conditions and needs of the school.

Suggest appropriate changes in and ensure adherence to approved policies, practices and procedures within his area of responsibility.

Programming

Co-ordinate and foster the development of programs within the school to best meet the needs and interests of the students.

This includes the establishment, supervision, and evaluation of special education programs where necessary.

Assist the teaching staff in the development, implementation, modifications, and selection of curriculum materials, and keep the Board informed as to any modifications in or substitution of approved courses.

Develop and support a high degree of student morale through curricular and extracurricular activities and qualification

Knowledge of school administrative processes and national educational regulations

Be in possession of Bachelor of Education Degree (BED) or Equivalence

Master's in leadership and or MBA shall be an added advantage

Have at least 12 years relevant experience with 5 years as a principal of a secondary school.

Registration with Teachers Service Commission (TSC)

Personal Attributes

A hands-on manager with integrity and a desire to work in a dynamic environment.

Strong analytical skills and experience in interpreting a strategic vision into an operational model.

An effective communicator at all levels in the organization.

Crisis management ability.

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