DEPUTY PRINCIPAL APPRAISAL

When is appraisal required?
Consider point in contract

VICTORIA

Year 4 & 8 appraisal
of a two-contract 10-year tenure

MEL selects MEL nominee on Panel

Letter from MEL Exec Officer to DP and to Principal; confirms MEL nominee

Principal nominates Chair of Panel, DP selects own nominee on Panel

Principal liaises with Panel Chair, DP and Panel re process, dates and interviewees

Appraisal Preparation

DP completes self reflection report and sends report to Panel Chair

Survey reviewed by Panel & DP and administered by Panel

Appraisal Process

Self Reflection, Interview schedule, previous Appraisal reports, survey results, draft questions distributed by Chair to Panel

Panel interviews conducted

Draft report completed by Chair for comment by Panel, Principal and DP

Final Report submitted to DP, Principal, Panel members, MEL EO

Board Nominee speaks to report at MEL Board Meeting

DP develops set of goals for remainder of contract

Principal considers number of contracts

If DP is in 1st contract (All States) or 2nd contract (WA & SA only)

Principal considers reappointment for a second term (All States) or third term (WA & SA only)

no re-appointment

Position is advertised internally and externally

If DP is in final contract

Re-appointment

DP develops set of goals for next contract