

Eligibility and application instructions

Leadership positions

Principal, preschool director and school based leadership positions

To be employed by the department in any role applicants must be vaccinated against COVID-19 or have an approved medical exemption endorsed by the Chief Public Health Officer (or delegate).

Proof of vaccination status must be provided for sighting on request.

All applicants must be currently registered or be able to be registered with the [Teacher Registration Board of South Australia](#) prior to the commencement of a position. Specific eligibility includes for:

External leadership positions (more than 12 months), applicants who are eligible to apply must:

- be a permanent department teacher, or
- an employable teacher who holds a current [authority to teach](#) letter and who has meet departmental [minimum employment criteria](#), or will be able to meet departmental [minimum employment criteria](#) and gain an [authority to teach](#) letter before commencing the position.

External leadership positions (12 months or less), applicants for these positions must be:

- a permanent department teacher, or
- an employable teacher who currently holds an [authority to teach](#) letter and who has already meet departmental [minimum employment criteria](#).

Internal leadership positions (12 months or less)

Where positions are advertised internally at the site that commence in the current year

Applicants must be in a permanent, permanent against temporary (PAT), temporarily placed teacher (TPT) or temporary (contract) position (not temporary relief teacher) at this worksite during the period for which applications are being accepted for the position.

Please note: If a teacher in a temporary appointment at the site is the successful applicant for a position that extends beyond the term of their original appointment to the school, the original appointment will not be automatically extended.

Where positions are advertised internally at the site that commence in the following year

Applicants must have a guaranteed placement at the worksite at the beginning of that school year. Teachers who are currently in a temporary position or temporary relief teacher (TRT) role in a school are not guaranteed a teaching position in that school for the following year. These teachers cannot apply for leadership positions being advertised internally with a commencement date during the following year.

Please note:

- an applicant for a **preschool director position** must hold an early childhood qualification as identified below:
 - a four year early childhood teaching qualification, which is approved by the Australian Children's Education and Care Quality Authority (ACECQA), or
 - be a permanent departmental teacher and hold a letter of approval from the department superintendent, People and Culture Operations or the Assistant Director, Workforce Management to work in an early childhood program, or
 - hold an [authority to teach](#) letter which indicates they are cleared for employment in an early childhood program
- where an applicant for a preschool director position does not have an approved early childhood qualification, they may be considered in remote country if there are no other suitable applicants with an early childhood qualification. In these instances each applicant will be considered in line with education and care services national regulations (reg 241) and departmental selection and employment policy
- permanent employees of the department, at the conclusion of their appointment, will be placed according to the terms of their substantive appointment and the policies in operation at the time
- applicants who are not permanent employees of the department or are from another public sector organisation, do not hold ongoing placement rights with the department at the conclusion of the appointment.