

Job Title: Principal/Supervisor
Reporting To: Director General
Category: Management
Location: Uganda, Namulanda Main Campus - LICA
Employment Type: Full-Time, Performance-Based Compensation



ORGANISATION BACKGROUND:

Landa International Christian Academy (LICA) is an international faith-based institution committed to academic excellence, Christian discipleship, entrepreneurship, and the creative arts. Grounded in Biblical principles, LICA implements the Accelerated Christian Education (ACE) curriculum, fostering individualised learning, character development, critical thinking, mastery, goal setting, and vocational skills.

As part of its holistic approach, LICA integrates Business Entrepreneurship and Worship Creative Arts into the curriculum, equipping students not only for academic success but also for Christian leadership, innovation, and impact in business and the arts.

Our Services Include:

Education: Daycare, K-12 grade levels, vocational training, adult learning, and music lessons.

Recreation Activities: Children's Bible Study for all ages, movie nights, and worship evenings.

Facilities & Gardens for Hire: Available for weddings, meetings, swimming pool events, parties, car parking and more.

Community Initiatives: The Landa Investment Community Association-SACCO, offering financial literacy and investment opportunities for families and businesses through saving.

JOB SUMMARY:

The Principal/Supervisor at Landa International Christian Academy (LICA) shall provide visionary leadership and oversee the academic, spiritual, and operational management of the Academy. The role requires implementing the Accelerated Christian Education (ACE) curriculum effectively, ensuring enrolment growth, increasing school visibility, and enhancing the quality of education from daycare to Grade 12, including special programs, vocational training, entrepreneurship, creative arts, and the investment club. The Principal/Supervisor's salary will be pegged on their success in attracting and retaining student enrolment.

KEY RESPONSIBILITIES:

Academic & Curriculum Leadership

- Ensure the effective implementation of the ACE Curriculum, maintaining academic excellence in K-12 education.
- Oversee curriculum alignment, lesson planning, teacher training, and student performance.
- Develop and implement strategies to enhance academic performance and spiritual development.
- Ensure a smooth transition and support for students joining from non-ACE backgrounds.
- Foster a culture of continuous professional development among teaching staff.
- Integrate entrepreneurship and creative arts into the curriculum to develop well-rounded students.

Enrolment Growth & School Visibility

- Develop and execute a strategic enrolment plan to increase student admissions.
- Build and maintain strong relationships with parents, churches, and the local community to promote LICA.
- Establish partnerships with businesses, churches, and other institutions to boost school visibility.
- Organise open days, promotional events, and community outreaches.
- Enhance the school's digital presence through social media, website updates, and digital marketing.

Special Programs, Vocational Training & Entrepreneurship

- Oversee the implementation of special programs for students with unique learning needs.
- Develop vocational training initiatives to equip students with practical skills.
- Supervise the establishment and growth of the LICA Investment Club, teaching students financial literacy and business skills.
- Integrate entrepreneurship education into the curriculum to in-still business acumen in students.
- Create programs that foster creativity, innovation, and leadership through entrepreneurial projects.

Creative Arts & Extracurricular Activities

- Promote the development of creative arts programs, including music, drama, dance, and visual arts.
- Establish platforms such as talent shows, exhibitions, and performances to showcase student abilities.
- Encourage the use of arts as a tool for communication, problem-solving, and self-expression.
- Partner with industry professionals to mentor students in creative arts and entrepreneurship.

Daycare & Early Years Education

- Ensure high standards of care, safety, and early childhood education for daycare and early years students.
- Implement best practices in early childhood learning that align with Christian values.

Operational & Financial Oversight

- Work closely with the Finance & Business Operations Department to ensure financial sustainability.
- Monitor school operations, budgeting, and resource allocation to optimise efficiency.
- Develop and oversee policies to improve school governance and administrative efficiency.

Spiritual Leadership & Student Life

- Foster a strong Christian ethos in all school activities, ensuring faith integration in learning.
- Organise regular chapel services, Bible studies, and Christian mentorship programs.
- Promote student discipline and character development in line with Biblical principles.

Staff Management & Development

- Supervise and support teachers, ensuring they effectively deliver the ACE curriculum.
- Conduct regular performance evaluations and provide feedback for continuous improvement.
- Facilitate staff development programs and leadership training.

Key Performance Indicators (KPIs)

Enrolment Growth

- Achieve an annual 30% increase in student enrolment.
- Develop and implement effective student recruitment and retention strategies.

Academic Excellence

- Maintain a high student pass rate and improve academic performance metrics.
- Ensure at least 90% of students achieve their expected learning milestones in the ACE system.

Financial Sustainability

- Increase revenue through enrolment and innovative programs (e.g., vocational training, investment club, entrepreneurship initiatives).
- Maintain operational costs within the allocated budget while ensuring quality education.

School Visibility & Community Engagement

- Successfully implement marketing strategies leading to greater school awareness.
- Organise at least 4 major promotional/community events per year.

Teacher & Staff Development

- Ensure 100% participation of teachers in professional development programs.
- Maintain high teacher satisfaction and retention rates.

Spiritual Development

- Foster active student participation in Christian activities (e.g., chapel, mentorship, serving in church).
- Encourage a culture of discipline, integrity, and Christian character among students and staff.

Vocational, Entrepreneurship & Creative Arts Growth

- Implement and expand vocational training, entrepreneurship programs, and the investment club to impact at least 40% of students annually.

Strengthen special needs education support programs.

- Promote and expand creative arts programs with student participation in at least 2 major artistic or entrepreneurial events annually.

Qualifications & Experience

- Born-again Christian with a deep understanding of Biblical principles, a passion for Christian education and strong spiritual leadership abilities.
- Minimum of 3 years in a school leadership position, preferably in an ACE Curriculum setting, experience in school leadership, Christian education, or academic administration.
- Bachelor's degree in Education, Theology, Educational Leadership, Administration, Business, Creative Arts, or a related field or a related field (Master's degree is an advantage).
- Experience with the ACE curriculum (training in ACE School of Tomorrow® is an added advantage).
- Strong skills in mentoring, counseling, and student development.
- Excellent organizational, communication, marketing, organisational skills. and leadership abilities.
- Proficiency in technology and online learning platforms is a plus.
- Strong entrepreneurial mindset, with experience in school growth and business development.
- Proven ability to increase enrolment and build community partnerships.
- Experience in creative arts education is an added advantage.

Compensation

- Base salary + performance-based incentives tied to enrolment growth and key KPIs.
- Additional benefits such as housing, transport allowance, and professional development opportunities as enrolments increase.

This job description is not exhaustive and will be reviewed as part of the appraisal process. It may be subject to modification or amendment at any time after consultation with the post holder.

AGREEMENT

This job description will be agreed between the post holder and the line manager/designee to whom s/he is accountable to. It may be reviewed in light of experience, changes and developments.

All employees are responsible for ensuring they attend the relevant mandatory Devotion, staff meeting, training as agreed with their line manager and management. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.

POST HOLDER'S NAME:	
POST HOLDER'S SIGNATURE:	
DATE:	

LINE MANAGER/DESIGNEE'S NAME:	
MANAGER'S SIGNATURE:	
DATE:	