

CBC Boksburg



HEADMASTER

CBC Boksburg, “the College”, is a Pre-Primary to High School (Grades 000 – 12), all-boys, Catholic Independent School situated in the centre of Boksburg. The College was founded by the Christian Brothers in 1935 and has provided excellent, holistic education, developing young men of solid character and service in all fields of life.

Due to the resignation of the present Headmaster, effective 31 December 2026, the Board of Governors invites applications for the position of Headmaster, commencing 1 January 2027.

Minimum requirements:

Have at least five years of experience at the SEMT level (School Executive Management Team).

- Have suitable academic and professional qualifications.
- A business qualification would be an added advantage.

Key performance areas:

Ideally, be a practising Catholic or have an understanding of, and be committed to, Catholic or Christian values.

- Be committed to working closely with the local Catholic Parish.
- Be committed to nurturing, developing, and promoting the College’s ethos and the mission of the Christian Brothers’ Founder, Edmund Rice. (For reference, this ethos and mission are located on the College website <http://www.cbc.org.za>)
- Have strong, innovative leadership, interpersonal, and organisational skills in all areas.
- Provide innovative leadership, guidance, and support to all staff, and promote staff development.
- Motivate and assist key staff in designing and consistently developing an innovative curriculum that fulfils all CAPS requirements, while incorporating the College’s core values.
- Critically evaluate academic progress and implement tailored interventions.
- Motivate and evaluate the quality of teaching and learning to ensure that it is child-centred, relevant, and fully reflective of the College’s core values, and fosters higher levels of achievement.
- Oversee the effective and efficient management of the College’s finance and day-to-day budgets and the achievement of financial targets.
- Drive transformation and diversity at the College.
- Commit to ongoing personal and professional development to enhance the leadership of the College.
- Demonstrate excellent interpersonal and communication skills in interactions with all stakeholders.

The Board of Governors invites suitably qualified and experienced candidates to submit the required documents referred to below, clearly addressed to: *The Sub-Committee Headmaster Recruitment, Board of Governors*. Email chairman@cbc.org.za after completing the following Google Form <https://forms.gle/Ef9cSXtkfsAPnnj86>.

- A CV not longer than three A4 pages.
- A letter of application detailing previous leadership positions and achievements containing the names of three contactable referees.
- A letter by the applicant outlining his/her long-term vision for the College, as well as a short-term (6 months) summary on how the applicant would assume their role at the College. A single page non-AI-generated document will be sufficient.

The successful candidate will be required to provide a Criminal Record Check and be cleared on the Sexual Offenders Register. Certified copies of SACE registration, qualifications, and the applicant's identity document must also be provided.

Closing Date: 7 August 2026

Commencement Date: January 2027

Applicants who apply and do not receive a response by 14 August 2026 must accept that they have not been shortlisted for an interview, that he/she does not meet the minimum requirements, or that a decision has been made to withdraw the position and not to fill the post.

The Board of Governors reserves the right not to proceed with filling the post. An application will not in itself entitle the applicant to an interview or appointment, and failure to meet the minimum requirements of the advertised position will result in applicants automatically disqualifying themselves from consideration.

Protection of Personal Information Act (POPIA) Disclaimer: Christian Brothers' College, Boksburg, is committed to the confidentiality of personal information, and all reasonable measures will be taken to protect the personal information of applicants. Information will be used for the sole purpose of recruitment for this listed post only, as well as for statutory purposes as applicable. By applying for this position and submitting your curriculum vitae to Christian Brothers' College, Boksburg, you acknowledge this disclaimer.

<https://www.cbc.org.za>