



ANGELA TOPPIN **Transformational leader, visionary and culture builder**



An innovative and visionary leader and educator with over 30 years' experience turning around under-performing school operations through sound strategic planning, curriculum development, and highly effective communication skills utilised in building trust and confidence internally and externally.

A strong, motivational leader with demonstrated ability to elicit the highest levels of achievement in both staff and students.

Personal Details

Address: PO Box 30, Mareeba QLD 4880
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Skill Set

Financial Management	Initiative Championing	Computer Skills: Microsoft Office: Word, Excel, Powerpoint, Outlook, Publisher School Management System ----- Media Liaison Political savvy
Human Resources Management	Team Building skills	
Project Management	Relationship Building	
Performance Management	Training and Mentoring	
Identification of Critical Success Factors	Youth Mentoring	
	Community Engagement	

Education and Qualifications/Certifications

1986 **Bachelor of Education** - Queensland University of Technology
1973 **Diploma of Teaching** - Queensland University of Technology

Awards

2016 **Lifetime Achievement Award** - Queensland Secondary Principals' Association
2010 **Most Influential Women in FNQ** - Cairns Post
2009 **Leadership in the Profession** - Queensland Secondary Principals' Association
2009 **Fellowship of Business Educators Association of Queensland**
2009 **Pride of Workmanship Award** - Rotary International
1995 **Paul Harris Fellowship** - The Rotary Foundation of Rotary International
1993 **Cairns Corporate Woman of the Year** - Cairns Businesswomen's Club
1992 **Travelling Fellow for Queensland** - Australian College of Education

Employment Attributes

- ♦ **Highly motivated leader, with strong sense of loyalty and integrity while being performance and success focused.**
- ♦ **Communicate with dynamism at all levels.** Communication is my fort  - the driver of success
- ♦ **Clear strategic direction and strong project planning skills** from inception through implementation to evaluation
- ♦ **Rapidly cultivate a high performing team** motivated and empowered to take ownership of contribution to organisational success
- ♦ **Proven ability to effect positive changes and upward development of both organisations and individuals**
- ♦ **Unique problem solving/troubleshooting skills;** creative, intuitive and analytical skills result in fresh approaches and uncovering of opportunities for growth that are not always initially obvious.
- ♦ **Commercial awareness** - an eye for opportunity, the ability to pre-empt trends, and follow up through shrewd and prudent planning and excellent public relations skills
- ♦ **Flexibility and adaptability** - the ability to pre-empt and respond positively to change and ultimately to successfully lead change

Employment History

Apr 2016 - Current
Position:

MAREEBA SHIRE COUNCIL

Councillor

- Ensuring Mareeba Shire Council discharges its responsibilities under the Local Government Act 2009; achieves its corporate and community plans; and
- complies with all laws that apply to local governments;
- Respond to residents' queries and investigate their concerns
- Acting as conduit between community and Council
- Effectively communicate Council decisions that affect the community and its residents
- Maintain profound knowledge of issues affecting residents, business concerns, interest groups, schools, health and all organisations within the territory through networking and community engagement opportunities
- Represent the views of the above at Council meetings and lead local campaigns on their behalf
- Actively participate in all community and business events and meetings
- Actively participate in Council meetings, strategic planning, policy development, and decision-making, for the benefit of the Mareeba Shire Council area
- Adhere to stringent personal and Council code of ethics
- Maintain an approachable, consultative persona at all times in interactions with community members, business, organisations, other tiers of government and all those I interact with in the course of my duties as a representative of Council

Jan 2011 - Apr 2016
Position:

CAIRNS STATE HIGH SCHOOL

Principal

- Establish and implement energised vision for the school
- Overseeing school administration
- Staff recruitment
- Performance management
- Motivation of entire school community to pursue excellence
- Financial management
- Building relationships internally and externally
- Community and parental engagement
- Curriculum Planning and development, effecting significant improvements
- Learning resources evaluation
- Student counselling and mentoring
- Managing enrolments - introducing numerous initiatives to increase enrolments and raise the profile of the school within the community
- Managing school safety and security
- Effective academic progress tracking
- Project management
- Identifying opportunities for students through extensive community involvement and membership of business and community organisations
- Event planning
- Professional development of staff and self

Jan 2003 - Dec 2010
Position:

MAREEBA STATE HIGH SCHOOL

Principal

- As above

"Shows clear and relevant knowledge of key issues facing her schools and demonstrates ability to re-vision and up-skill her community towards agreed goals."

Except from Referee Report attached - Colin Allen-Waters, EDSI-FNQ Region (Atherton)

Jul 2000 - Dec 2002
Position:

MALANDA STATE HIGH SCHOOL

Principal

Jan - Jun 2000
Position:

ATHERTON STATE HIGH SCHOOL

Acting Principal

Feb 1999
Position:

MAREEBA STATE HIGH SCHOOL

Acting Principal

Employment History contd...

Jan - Jun 1998	DIMBULAH STATE SCHOOL
Position:	Acting Principal P-10
1994 - 1999	MAREEBA STATE HIGH SCHOOL
Position:	Deputy Principal
1993	WOMEN IN MANAGEMENT PROJECT
Position:	Project Officer
1989 - 1993	SMITHFIELD STATE HIGH SCHOOL
Position:	Head of Department - Business/Computing
1991 -1992	SMITHFIELD STATE HIGH SCHOOL
Position:	Acting Deputy Principal
1980 - 1982	ROMEO'S RESTAURANT
Position:	Owner / Manager
14 years	MAREEBA STATE HIGH SCHOOL
Position:	Classroom Teacher

Community Involvement

Current	Chairperson	Business Liaison Association
Current:	Chairperson	Regional Arts and Development Funds Committee
Current:	Chairperson	Arts in the Park Festival Committee
Current	Appointed Member	James Cook University Council
2014 – 2016	Board Member	Cairns Chamber Management Committee
2006 - 2010	Board Member	TNQ Institute of TAFE
2000 - 2006	Board Member	FNQ Employment
2003 - 2010	Committee Member	Mareeba Multicultural Committee
Current	Member	Cairns Businesswomen's Club
Current	Member	Mareeba Chamber of Commerce
Current	Member	Mareeba Chamber of Commerce Tourism Taskforce
Current	Member	Cairns Chamber of Commerce
Current	Member	Wet Tropics Consultative Committee
Current	Member`	Mareeba International Club
Current	Member	Mareeba Rotary Club
Current	Member	Mareeba Friends of Hospital Foundation
Current	Member	Cairns and Hinterland Hospital and Health Service Community Consultative Committee
Current	Member	Australian Institute of Management
Current	Chair	Dimbulah and Mareeba Health Interest Group
2003 - 2012	Committee Member	Qld Secondary Principals' Association Regional Conference
1994 - 2016	Member	Qld Secondary Principals' Association
1995 - 2016	Member	Association of Women Educators
2000 - 2012	Member	Cairns Community Enterprise Committee - Bendigo Bank
2008 - 2009	Committee Member	Carols in the Park Committee
2005 - Current	Committee Member	Mareeba State High School Sports Presentation Night Committee
2004 - 2010	Coordinator	Catholic Debutante Ball
Current:	Volunteer	Kuranda Arts Cooperative
Current:	Member	Mareeba Rodeo Gardening Competition Committee
Current:	Member	Mareeba State School 125th Birthday Celebrations
Current:	Member	Kuranda Infrastructure Advisory Committee
Current:	Member	Kuranda Interagency Network
Current:	Member	PCYC Sports Reference Group
	Assisted with:	Dimbulah Lions Festival
		Mutchilba Mardi Gras Festival
		Anzac Day, Long Tan Day and Remembrance Day ceremonies in Mareeba and Cairns
		Our Lady of the Chain Celebrations
		Uniting Church Flower Show (2008 - 2009)
		Bibohra State School fete (2004 - Current)
2003 - 2009	Personal Development Coordinator	Rodeo Queen Entrants

Current: **Volunteer** Catholic Church Rosie's Friends on the Street (working with disenfranchised youth, in particular Indigenous youth)

Professional Bodies / Interests

2005 - 2015	State Representative	Queensland Secondary Principals' Assn on QCAA VET Committee
2002 - 2005	Secretary	Peninsula Secondary Principals' Association
1997 - 1999	Deputy Chair	Women's Council for Rural and Regional Communities (Premier's
1991 - Current	Chair	Business Liaison Association
5 terms	President	Business Educators' Association
6 terms	Convenor	Association of Women's Educators
3 terms	Chair	National Association Post Compulsory Education, Cairns
1997 - 1998	Member	FNQ Regional Roundtable
	Member	Various school Curriculum Technology and Finance Committees

Referees

Mr Stephen Bell
Assistant Regional Director – FNQ Region
Department of Education
Tel: 07 4037 3894
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Mr Nick Loukas
President, Cairns Chamber of Commerce
and Director, Alive Pharmacy
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Professor Anthony Gray
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