

E-Content
on
Qualities of a
Headmaster

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THE HEADMASTER

In the words of P.C, Wren, "What the main spring is to the watch, the flywheel to the machine or the engine to the steamship, the headmaster is to the school.

§ The character of the school reflects and proclaims the professional character of the headmaster.

§ He is the seal and the school is the wax.

HM as the Educational leader

- The Headmaster, as the educational leader holds the key position in the school. As an important component of the school, he has two important responsibilities:
 - the administration of the school
 - The supervision of the personnel involved in the teaching —learning process.

Importance of a Headmaster:

1. Key Stone of the School

- □ The headmaster of the school is the key stone of every aspect of it. It means he is the seal and school is the wave.....
- □ He is the organizer, leader, governor, business director, teacher, coordinator, friend, philosopher and guide.

2. Gardener of the School

- □ As every headmaster starts his career as a teacher his position is like a gardener who tends every plant in the school garden with his love, affection and guidance.

3. Unique Status:

- □ In a school the headmaster occupied a unique position as he is the centre of maintaining instructional relationships-teacher-pupils, teacher-parents, teacher – teacher.

4. Leader of the Society:

- □ The headmaster is not only the leader of the school administration and management but also a leader of the society as the school is a society in miniature and the entire societal picture is reflected in school.
- □ He is also regarded as the leader of the society.
- □ Hence the headmaster, who is the leader of the school, has also to act as the leader of the society.

5. A good Business Manager:

- □ Changing nature and condition of the society compels the school or educational institution for adopting business techniques in a desirable manner.
- □ For this the headmaster should be a good business manager.
- □ For ensuring proper management of educational programme he has to look after the school plant and the school activities in a business – like manner.

6. Coordinating Agency:

- □ The headmaster is the coordinating agency who keeps the balance and ensures harmonious development of the institution.
- □ As the coordinating agency he co-ordinates between the society and the institution or school and its various human elements.

7. A visionary Figure

- The headmaster of a school should be a man of sound morale character, an able administrator, an efficient organizer, competent manager and a role model for his students and society.
- In this regard he can be regarded as a visionary figure for his students and society and he shows new light and vision to them.

8. Prestigious Place

- The headmaster occupies a very prestigious place in the school as well as in the society
- For giving a concrete shape he should have a balanced and dynamic personality in the one hand and should be capable of wiping out the social evils through education.

Qualities of a Headmaster

1. Personal Qualities:

- (a) Devoted and dedicated.
- (b) Just and fair.
- (c) Open-minded.
- (d) Self-confidence and courage.
- (e) Creative and constructive.
- (f) Identification with work.
- (g) Painsstaking.
- (h) Objective-outlook.
- (i) Sincere, Punctual and regular.
- (j) Problem-solving centred etc.

2. Physical Qualities:

- The headmaster in order to be a good one should have good physique. For this he should possess the following physical traits with him:
- (a) Attractive and clean appearance.
- (b) Natural and good manners.
- (c) Regular habits.
- (d) Active, smart and strong etc.

3. Social Qualities:

- (a) Good human relations.
- (b) Good relationships with colleagues.
- (c) Co-operations.
- (d) Active and socialized citizen.
- (e) Goodwill for all.
- (f) Honest in dealings.
- (g) Devoted to social progress.
- (h) Interest to know about others' problems.
- (i) Insight into social problems.
- (j) Creating awareness to eradicate social evils.

4. Intellectual Qualities:

- (a) Growing mind.
- (b) Initiating capacity.
- (c) Resourcefulness.
- (d) Knowledge of pedagogy.
- (e) Highly intelligent.
- (f) Excellent communication skills both spoken and written.
- (g) Good exposition and expression.
- (h) Knowledge of child growth and development,
- (i) Sense of systematic and planned work.
- (j) High achiever.
- (k) Knowledge of social problems and possible solutions.

5. Emotional Qualities:

- A good headmaster should have following emotional qualities with him:
- (a) Cheerful and pleasant to talk to or work with.
- (b) Optimistic and hopeful in nature and approach.
- (c) Enthusiastic and inspiring bent of mind.
- (d) Emotional stability.
- (e) Free from anxiety, conflicts and mental tension.
- (f) Strong motivation in doing any work.
- (g) No harassment while facing confrontations

Shaping a vision of academic success for all students, one based on high standards.

§ Having high expectations for all is one key to closing the achievement gap between advantaged and less advantaged students

Creating a climate hospitable to education in order that safety, a cooperative spirit and other foundations of fruitful interaction prevail

§ Principals play a major role in developing a “professional community” of teachers who guide one another in improving instruction

Cultivating leadership in others so that teachers and other adults assume their parts in realizing the school vision.

§ A central part of being a great leader is cultivating leadership in others

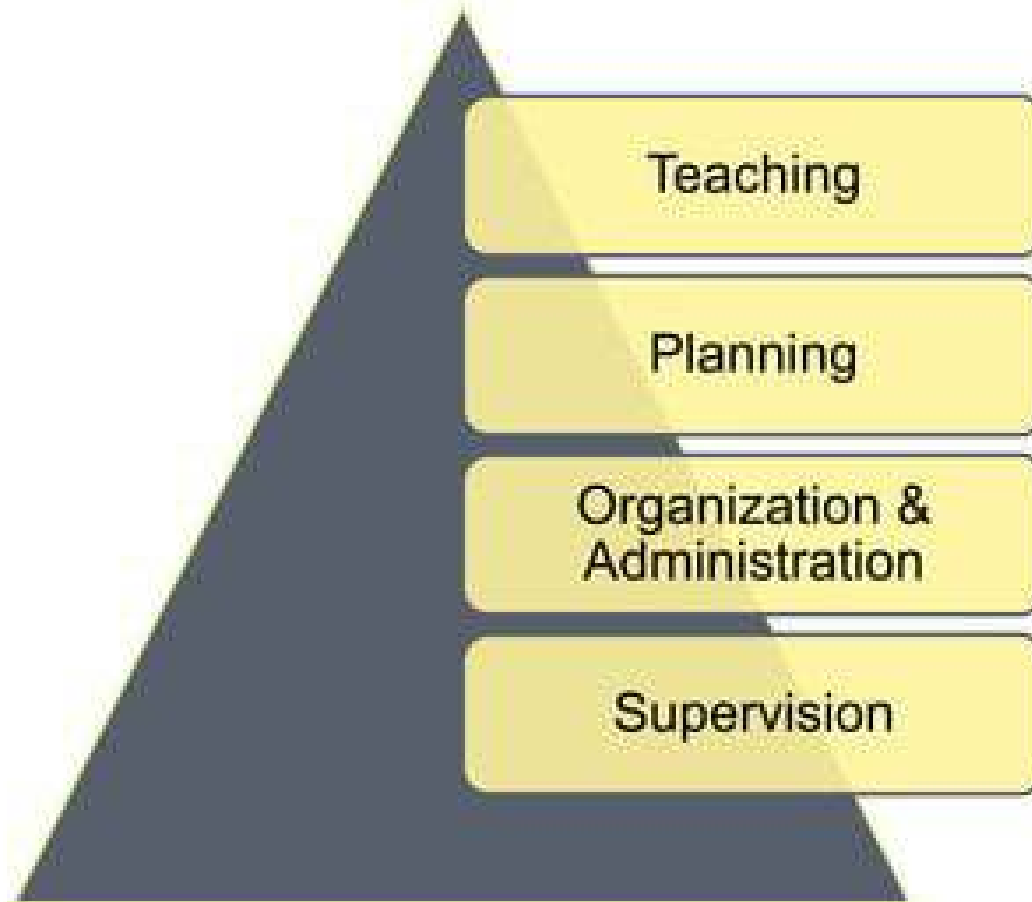
Improving instruction to enable teachers to teach at their best and students to learn to their utmost

§ Effective leaders view data as a means not only to pinpoint problems but to understand their nature and cause

Managing people, data and processes to foster school improvement.

§ The principal was good at pulling together all the pieces, not leaving us to feel we were working in isolation

Duties of HM



Some specific Duties of Headmaster

