



Faith and Mission Leader

Title	Faith and Mission Leader
Classification	Full Time (Ongoing) – Teaching
Tenure	3 Year Position of Leadership (2027 – 2029)
POL Level	POL 3
Time Release	10 x 70-minute periods
Category	Teaching Staff
Key Reports	Deputy Principal Catholic Identity and Mission
Award	Catholic Education Multi-Enterprise Agreement 2022
Membership	Catholic Identity and Mission Team

Purpose of the Position

The Faith and Mission Leader actively contributes to the leadership and development of Catholic Identity across the College by translating vision into practice. This includes supporting the integration of faith within learning and teaching, wellbeing and community engagement, ensuring that Catholic identity is experienced as a lived reality.

Working in collaboration with the Deputy Principal Catholic Identity and Mission, the Faith and Mission Leader builds the capacity of staff to confidently and authentically engage with the mission of the College. This is achieved through formation, modelling and the provision of practical support, recognising that all staff share responsibility in the evangelising mission of the College.

As a member of the College staff, the Faith and Mission Leader will promote and uphold the Catholic values of the College and present a positive and appropriate public profile. The Faith and Mission Leader will actively participate in the implementation of the College vision and mission statement and be guided by the College motto of 'Live Fully Act Justly'.

Key Contacts

- Social Justice Coordinator
- Service Learning Coordinator
- College Chaplain
- Youth Minister
- Director of Student Programs
- College Events Coordinator
- Music Performance Coordinator
- Camps and Cultural Immersion Coordinator
- Community liaison
- Year Level Leader
- Head of School



Key Roles and Responsibilities

The Faith and Mission Leader will:

- work with the Deputy Principal Catholic Identity and Mission in developing and strengthening the College's Catholic Identity
- coordinate and lead the College's liturgical and prayer life, including Masses, liturgical celebrations, assemblies and key events within the liturgical calendar
- develop meaningful prayer experiences that enrich the spiritual life of the College community
- facilitate student, staff and family participation in the faith life of the College
- develop, implement and review the Faith Formation Day programs across Years 7–11 in collaboration with relevant stakeholders
- develop, implement and review the Year 12 Retreat Program
- prepare and maintain "Sacred Space" displays across the College, reflecting liturgical seasons
- collaborate with music staff to promote and develop choirs, ensembles and cantors for liturgical celebrations
- collaborate with the Social Justice Coordinator to strengthen awareness and participation
- collaborate with the Service Learning Coordinator to enhance student outreach opportunities
- collaborate with the Youth Minister and College Chaplain to ensure consistent and effective delivery of faith formation and pastoral initiatives
- encourage and develop student leadership within the liturgical life of the College
- contribute to the design and coordination of staff professional learning in Catholic Identity and Mission
- review and analyse MACSIS data to inform strategic planning, evaluate program effectiveness, and support continuous improvement initiatives
- review and evaluate programs to ensure alignment with school priorities, Catholic identity, and student learning and wellbeing outcomes
- develop and support the implementation of the College Strategic Plan, Annual Action Plan and Annual Report to the school community
- work collaboratively with colleagues, parish, and wider Catholic education networks to strengthen mission and partnerships.

General Qualifications

- Full VIT Registration
- Master of Education and/or Leadership, or equivalent (advantageous)
- Accreditation to Teach in a Catholic School (advantageous)
- Accreditation to Teach Religious Education and/or Lead in a Catholic School (advantageous)

Experience, Knowledge and Skills

- Demonstrated capacity to witness to the love of Jesus Christ through personal example and leadership.
- Commitment to nurturing a personal relationship with God and actively participating in the sacramental and prayer life of the Church.



- Deep understanding of the importance of prayer, liturgy, and spiritual formation within a Catholic school context.
- Sound knowledge of Catholic teaching, liturgy, and the liturgical calendar.
- Understanding of Catholic Social Teaching and its application within a school setting.
- Ability to articulate and model the integration of faith into daily school life.
- Capacity to work collaboratively with staff, students, families, parish and external partners.
- Ability to build the capacity of others to lead and participate in the faith life of the College.
- Strong interpersonal and communication skills, with the ability to engage a diverse community.
- Commitment to ongoing professional learning and spiritual formation.
- Willingness to engage in reflection, feedback and continuous improvement.

Child Safety

All members of staff share in the responsibility for the prevention and detection of child abuse, and must:

- Have a clear understanding of Ministerial Order 1359 on Child Safety as it relates to the College's Code of Conduct, policies, procedures and practice
- Have a sound understanding of the eleven child-safe standards
- Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety
- Provide students with a child-safe environment
- Uphold a zero-tolerance attitude towards child abuse
- Ensure cultural safety for Aboriginal children and children from culturally and/or linguistically diverse backgrounds
- Provide a safe and accessible environment for children with a disability
- Implement strategies that promote a healthy and positive learning environment.

Key Selection Criteria

1. The capacity to provide leadership that is characterised by a commitment to the Catholic Faith and our College motto *Live Fully Act Justly*.
2. A proven capacity to provide leadership that is characterised by a strong desire for continuous improvement, lateral thinking and innovation.
3. A clear vision for the development of Catholic Identity and Mission.
4. An ability to work collaboratively and facilitate dynamic teamwork.
5. A sound understanding of the liturgical life of the Catholic Church, including the liturgical year, sacramental celebrations and prayer traditions, with the ability to plan and lead meaningful liturgical and prayer experiences for a school community.
6. An understanding of designing, coordinating and evaluating retreat and formation experiences that foster meaningful opportunities for prayer, reflection and formation.
7. Proven success as an exemplary teacher.



Final Statement

The purpose of the position description is to provide an overview of the major tasks and responsibilities of the position. It is not intended to represent the entirety of the position. The incumbent may be requested to perform other tasks, not specifically stated, and the Principal may modify the position description in consultation with the incumbent from time to time, depending on the operational needs and requirements of the College.