



Social Justice Coordinator

Title	Social Justice Co-ordinator
Classification	Full Time (Ongoing)
Tenure	3 Year Position of Leadership (2027 – 2029)
POL Level	POL 1
Time Release	7 x 70-minute periods
Category	Teaching Staff
Key Reports	Deputy Principal of Catholic Identity and Mission Faith and Mission Leader
Award	Catholic Education Multi-Enterprise Agreement 2022
Membership	Catholic Identity and Mission Team

Purpose of the Position

The Social Justice Coordinator works in partnership with the Deputy Principal Catholic Identity and Faith and Mission Leader to lead and cultivate a culture of justice, compassion and service that is grounded in Catholic Social Teaching. The leader promotes awareness and concrete action that responds to the needs of others and advance the common good, thereby animating the College's mission in everyday life.

In collaboration with the Catholic Identity and Mission Team and the Social Justice Team, the leader coordinates opportunities for students and staff to engage with issues of justice and human dignity, weaving social justice themes into the curriculum, student leadership programmes and the broader community life. This work supports the holistic formation of students, encouraging virtue, deepening their grasp of the Gospel's call to justice and empowering them to participate actively in building the Kingdom of God.

As a member of the College staff, the Social Justice Co-ordinator will promote and uphold the Catholic values of the College and present a positive and appropriate public profile. The Social Justice Co-ordinator 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

- Deputy Principal Student Engagement
- Deputy Principal Learning and Teaching
- Service Learning Coordinator
- Religious Education Learning Area Leader
- Director of Student Programs
- College Events Coordinator



Key Roles and Responsibilities

The Social Justice Coordinator will:

- model and witness a lived relationship with Jesus Christ through personal example and leadership
- promote and support a culture of prayer, reflection and active participation in the sacramental life of the College
- contribute to the liturgical and spiritual life of the College community
- collaborate with the Deputy Principal Catholic Identity and Mission and Faith and Mission Leader to develop and implement a strategic vision for Social Justice
- lead and strengthen the College Social Justice Team
- design, coordinate and evaluate Social Justice initiatives that promote faith in action
- facilitate student formation through opportunities that develop awareness of justice, dignity and solidarity
- integrate Catholic Social Teaching across the curriculum in partnership with staff and learning leaders
- liaise with the Service Learning Leader to align opportunities with Catholic Social Teaching, promoting justice and the common good, and support the Service Learning Coordinator where appropriate
- support staff in designing learning experiences that promote justice and the common good
- coordinate and promote key Social Justice and Church calendar events (e.g. Project Compassion, National Reconciliation Week, NAIDOC Week, Uganda Project)
- manage Social Justice resources
- organise and facilitate team meetings, including agendas and minutes
- contribute to the ongoing development of Catholic identity across the College
- 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
- support the implementation of the School Improvement Plan, Annual Action Plan, Annual Report to the School Community
- collaborate with staff, parish and Catholic education networks to strengthen mission and partnerships (e.g. Caritas, St Vincent De Paul, CatholicCare)

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 commitment to the mission and ethos of Catholic education.
- Strong knowledge of Catholic Social Teaching and its contemporary application.
- Experience in leading Social Justice, student formation or faith-based initiatives.
- Understanding of Catholic liturgy, prayer and sacramental life.
- Proven ability to lead teams and influence a whole-school culture.
- Capacity to integrate faith, mission and learning across the curriculum.
- Strong organisational, communication and project management skills.
- Experience in managing resources and budgets.

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 Social Justice.
4. An ability to work collaboratively and facilitate dynamic teamwork.
5. A sound understanding of Catholic theology, spirituality and Catholic Social Teaching.
6. The ability to translate Catholic Social Teaching principles into meaningful formation experiences for students, staff and families.
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.