

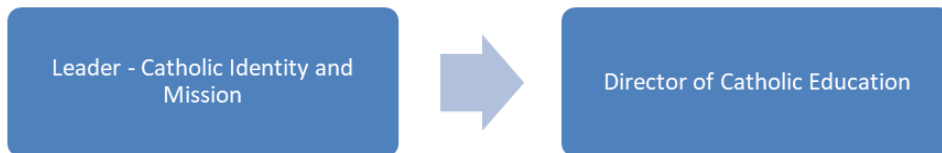
# Position Description

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|-----------------------|--|
| <b>POSITION TITLE</b> | Leader – Catholic Identity and Mission |
| <b>DEPARTMENT</b>     | Catholic Identity and Mission          |
| <b>LOCATION</b>       | Catholic Education Office, Berrimah    |

**Position Summary:**

The Leader of Catholic Identity and Mission is responsible to the Director of Catholic Education Northern Territory for providing critical, creative and strategic leadership to promote an authentic expression of Catholic Identity and Mission in Catholic Schools in the Northern Territory. The Leader of Catholic Identity and Mission responsible for nurturing the formation and capacity of leaders to lead Catholic Identity and Mission through faith formation, professional learning, religious education curriculum design, implementation and practice.

**Position Reporting Line:**



**Key responsibilities:**

The Leader of Catholic Identity and Mission contributes to the formation of leaders within Catholic Education Northern Territory with a focus on the CENT strategic directions

**Create Faith formation opportunities that are intentional, ongoing, purposeful and contextually aligned to CENT Frameworks:**

- Accompany principals and their leadership teams in identifying and facilitating professional learning needs for school staff in the areas of Catholic Identity and Mission, Religious Education-and Faith formation.
- Intentional capacity building of leaders to lead the faith life of their school community through meaningful and contemporary prayer and liturgy.
- Facilitate the planning and implementation of Catholic Identity, Mission and Formation experiences and programs in liaison with schools and CEO teams.

**Facilitate learning opportunities that integrate faith, culture, learning and life experiences.**

- Monitor and review the Formation for Mission (Accreditation Policy) and its implementation to build the capacity of leaders and teachers.

- Provide strategic and practical support to school principals and leadership teams through the integration of Catholic Identity and Mission in School Improvement processes.
- Liaise with Educational Institutes regarding study opportunities in Leadership, Theology and / or Religious Education to build the capacity of Leaders in CENT in the area of Catholic Identity and Mission. And manage the approved studies through the Study Incentive Program (SIP)
- Facilitate contemporary experiences of faith formation through Eucharistic and liturgical celebrations, retreats, immersion experiences, pilgrimages, and study tours.

**Develop and support key initiatives and relationships with families, parishes, diocesan and community stakeholders.**

- Undertake the role of executive officer for the Catholic Education Northern Territory Council's Catholic Identity and Mission Standing Committee, and assist the chairperson in providing regular reports to the Council as per the committee's Terms of reference.
- Provide strategic leadership as a member of the Catholic Education Executive team to assist with the integration of Catholic Identity and Mission in the implementation of CENT Strategy.
- Represent Catholic Education Northern Territory at local and National forums and with other stakeholder organizations and bodies.
- Liaise with the Diocese in relation to Diocesan formation of leaders through the annual Diocesan Leaders Conference.
- Support the Diocese of Darwin Youth Ministry team to provide strategic ministry to children and young people in Catholic Schools in the Diocese of Darwin.
- Collaborate with Executive, Principal Consultants, School Leaders in the recruitment processes for leaders in our Catholic schools and office.
- Collaborate with Finance Team leaders in creating and monitoring budgets and resources available for formation and capacity building of staff.

**Enhance classroom teaching, pedagogical practice, assessment and reporting of Religious Education.**

- Facilitate the APRE / REC Network in collaboration with the CEO Religious Education Officers and Teaching and Learning Team to build the capacity of leaders to lead curriculum development and pedagogical practice in the implementation of the Journey in Faith Curriculum and Religious Education courses in the South Australian Certificate of Education (SACE).
- Facilitate processes in forming teachers in culturally responsive pedagogies in the teaching of Religious Education in Aboriginal Catholic Community Schools.
- Develop processes to ensure quality data is collected, analyzed and used to inform the teaching and learning of the Religious Education Curriculum- Journey in Faith and

the South Australian Certificate of Education courses pertaining to Religious Education.

**Essential Criteria:**

1. Active member of a Eucharistic community with a commitment to the Catholic faith and to Catholic education.
2. Demonstrated successful experience in school leadership in Catholic Education in an executive position as Principal, Deputy Principal or Assistant Principal
3. Informed understanding of trends and developments in Catholic Education:
  - Culturally responsive education in Aboriginal communities
  - Contemporary leadership
  - Teaching and Learning in Religious Education
  - Staff Formation and Professional Learning
4. Interpersonal and communication skills of a high order
5. Capacity to work collaboratively
6. Eligibility for registration as a teacher in the Northern Territory;
7. Masters in Leadership, Theology or Religious Education or a Higher Degree

**Desirable Criteria:**

- Active membership of relevant professional associations and bodies
- Experience and capacity to lead in diverse cultural settings

**Qualifications and Registrations required:**

- Appropriate tertiary qualifications in education;
- Post-graduate qualifications in Leadership, Theology and / or Religious Education
- Be eligible for Teacher Registration in the NT;
- Be eligible for an Ochre Card (Working with Children Clearance); and NT Driver's Licence.

**WHS Responsibilities**

It is the employee’s responsibility to:

- Perform work at all times in a safe manner and to comply with all safety standards
- Take reasonable care to ensure their own safety and not affect the safety of others.
- Engage in the consultation process and take part in programs to improve safety.
- Identify hazards, report workplace incidents/injury/near miss as soon as practicable.

**Safeguarding children and vulnerable adults:**

Catholic Education Northern Territory requires all of its employees to abide by its policies on safeguarding and promoting the safety and wellbeing of all children, young people and vulnerable adults. This position is for child-related work and as such, you must obtain and retain a Working with Children Check from Screening Assessment for Employment – Northern Territory (SAFE NT).

**Further Information:**

- The Catholic Education Office is committed to working in partnership with schools and their communities to assist them to provide the highest quality education for students attending Northern Territory Catholic Schools.
- This position will require travel through the Northern Territory in light aircraft and 4 Wheel
- Drive and preparedness to stay in a range of accommodation available to visiting staff in remote communities.
- This position will require some work and travel outside normal business hours.

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|---------------------------|-------|--------------------|---|-------------------------------|--------------------------------------|
| <b>Position No</b>        | 10301 | <b>Version</b>     | 1 | <b>Title</b>                  | Leader Catholic Identity and Mission |
| <b>Date Approved</b>      |       | <b>Approved By</b> |   | <b>Review Date</b>            | March 2024                           |
| <b>Policy Application</b> | CE    | <b>SIRF Area</b>   |   | Leadership, Catholic Identity |                                      |