



CATHOLIC ARCHDIOCESE OF MELBOURNE

ROLE DESCRIPTION

1. ROLE

Role Title:	Parish Animation Consultant
Department:	Proclaim: Office for Mission Renewal
Location:	East Melbourne
Employment Status:	Full time
Reports to:	Director for Mission

2. PRIMARY OBJECTIVE OF THE ROLE

The *Parish Animation Consultant* prioritises liaising with and supporting clergy and parish leaders in the Archdiocese of Melbourne in response to Pope Francis's call to take the 'missionary option' (Evangelii Gaudium, §27). The position supports the animation of local Catholic communities (parishes) as they implement initiatives, strategies, resources and programs that enable and equip their communities to drive towards Gospel fruitfulness and to form God's people in discipleship, prayer and action;

The *Parish Animation Consultant* will be responsible for:

- Fostering relationships with and between parishes, local communities and their leaders across an allocated region of the Archdiocese
- Assisting faith communities identify movements of the Spirit in their midst and respond with a missionary impulse towards Gospel boldness and fruitfulness
- Identifying, facilitating and/or coordinating programs, processes or structures that could support the animation of parishes and local communities in response to their identified needs
- Developing capacity in local communities to initiate, continue or expand their ability to become more missionary in their community context
- Ensuring their work is operationally agile, flexible and responsive in facilitating their missionary orientation toward, and in support of, parishes and communities

3. TEAM OVERVIEW

Proclaim: Office for Mission Renewal was established in early 2020 to support the life of the Archdiocese of Melbourne in our aim to strive for 'the missionary option' in all we do. In responding to this call, we heed Pope Francis' words in Evangelii Gaudium to seek 'a missionary impulse capable of transforming everything, so that the Church's customs, ways of doing things, times and schedules, language and structures can be suitably channelled for the evangelisation of today's world'. (§27)

The Proclaim team is at the service of parish communities within the Archdiocese, offering strategies, resources and support for the pastoral needs of parishes and local faith communities; and focusing on the

proclamation of the Gospel, faith formation and Christian living delivered with missionary energy. The team is divided into three domain areas that direct our efforts:

- *Animation* – focussed on parish renewal with a team of animation consultants who work directly in support of clergy and parish leadership teams.
- *Discipleship* – journeying in faith with youth and young adults, campus ministry, family accompaniment and embracing a vocations culture.
- *Formation* – providing support, inspiration and resources for adult faith formation, liturgy, prayer and initiation.

4. ORGANISATIONAL DESCRIPTION

The Archdiocese of Melbourne through its ministries and agencies is at the service of the people of God, planting the Gospel of Jesus Christ into their communities and lives daily.

Presided over by the Archbishop of Melbourne, the Archdiocese comprises around 1.1 million Catholics, and is the largest Archdiocese in Australia with a wide variety of people, cultures and ministries, providing services and support including pastoral, educational, social welfare and administrative support.

Under the guidance of four key priorities outlined by the Archbishop, the works and activities of the Archdiocese are oriented towards a missionary focus to address the ongoing needs of: Local Communities; Families; Youth and Young Adults; and the Poor and the Broken.

This is achieved through a pro-active engagement in the sharing of Mission; a reaching out in Gospel boldness; operating in an agile and responsive mindset; identifying and embracing what is fruit bearing in our works; understanding the outward focus and call of being missionary disciples; and being mindful of good stewarding in terms of time, talent and gifts.

5. KEY ACCOUNTABILITIES

- Engage, collaborate and build strong relationships with Clergy, Parishes and Catholic communities throughout the Archdiocese;
- Contribute, support and collaborate to the prayerful discernment and practical implementation of the Archdiocese of Melbourne parish renewal journey - Take the Way of the Gospel (TWG) in a parish context.
- Assist parishes to assess and prioritise local community needs and requirements to enable and equip them to build their capacity to drive towards Gospel fruitfulness;
- Display a consistent mindset of agility, adaptation, innovation and continuous improvement by identifying ways to ensure the needs of parishes, communities and other stakeholders of the Archdiocese are being met in a changing environment;
- Take reasonable care to protect the health and safety of themselves, fellow staff and others in the workplace.

6. ESSENTIAL REQUIREMENTS OF THE ROLE

- Tertiary qualifications (or working towards) in theology, ecclesiology, or a similar relevant discipline
- Current Victorian Driver's Licence
- National Police record check

- Working with Children Check

7. KEY SELECTION CRITERIA

- An extensive understanding of, and commitment to, the teachings of the Catholic Church and a commitment to the philosophy and core values of the Catholic Archdiocese of Melbourne.
- Extensive experience (2+ years) of working within Church, Evangelisation or Faith Formation contexts and in support of local faith communities (i.e. parishes).
- Exceptional interpersonal and communication skills with proven capability to network, present to, and influence with individuals, community groups and meetings within a faith context.
- Proficient in successfully working on collaborative processes and practices that encourage team involvement and input.
- Commitment to being adaptable and demonstrating flexibility and agility in the workplace. Including willingness to work variable hours according to local community needs (i.e. evenings and weekends).
- Ability to respond positively to challenging circumstances and commitment to collaboratively finding solutions to challenging problems.
- Exceptional resource and time management skills delivering work independently to achieve objectives efficiently and within agreed timelines.

8. INTEGRITY IN THE SERVICE OF THE CHURCH

Integrity in the Service of the Church aims to help employees reflect on and uphold Christian vision and values in all relationships and actions. The principles and standards which make up the Integrity in the Service of the Church are extensions of five basic principles for Church employees in which they:

- 1. Are committed to justice and equity**
- 2. Uphold the dignity of all people and their right to respect**
- 3. Are committed to safe and supportive relationships**
- 4. Reach out to those who are poor, alienated and marginalised**
- 5. Strive for excellence in all their work**

Service, given according to these principles, is life-enriching for both providers and recipients.

Our Reform in the Walking program identifies the following values:

- Collaborative and can build engagement around a common purpose
- Energy and Passion for Gospel Mission – be informed by the needs of the people you serve – communities, poor, young and families
- Flexible and agile in how to respond to ever changing needs
- Accountability and delivery
- Foster solutions within the communities
- Stewardship Care