

Position Description

Senior Advisor, Faith Leadership



Melbourne Archdiocese
Catholic Schools

About MACS

Melbourne Archdiocese Catholic Schools Ltd (MACS) aims to deliver an outstanding Catholic education that equips young people with the knowledge, skills, and optimism to go forward, live meaningful lives, and to enrich the world around them. MACS, the largest Catholic school employer in Australia, owns and operates approximately 300 Catholic schools in the Archdiocese of Melbourne, and is supported by a central enterprise function, of over 600 staff members.

The MACS Strategic Plan (MACS 2030: Forming lives to enrich the world) presents a challenging and inspiring vision of the educational experience that MACS seeks to provide for students in MACS schools. MACS’s Strategic Plan outlines the vision, the mission of Catholic schools in the Archdiocese, and the major objectives for MACS over the months and years ahead. Our organisational values of Integrity, Respect and Excellence require a commitment from all MACS employees to contribute to ensuring we uphold and support the objectives of the organisation.

About the team and role

The Catholic Mission and Identity (CMI) Team’s purpose is to enable the evangelising mission for all schools, aligning with the MACS Statement of Mission: forming lives of faith, hope and love in the light of Jesus Christ.

CMI facilitates rich, deep and varied learning experiences that empower the faith formation of principals and senior leaders, teachers, staff, students and families, and MACS Board and executive leaders in the MACS mission; enabling Christian discipleship in each Catholic school community; inspiring and developing faith leadership; and provides quality resourcing for excellence in Religious Education. CMI partners with other directorates to ensure that projects, policies and procedures are imbued with our Catholic mission. CMI is available for project collaboration, policy development, learning and outreach support in pastoral care and complex issues, communicating our faith confidently, and relationship building with partners in the broader Catholic environment.

CMI builds healthy working relationships with the Archdiocese to model *Working Together in Mission*, helping parish/school partnerships to flourish, and connects school-based needs in mission and identity with resources, advice and direction, and external partners in evangelisation and faith formation.

The Senior Advisor, Faith Leadership, will provide strategic advice and support to strengthen MACS leaders understanding of and commitment to the Church’s mission of evangelisation. The role is focused on deepening the understanding and engagement with Catholic Tradition, Scripture, and Theology among our MACS school and system leaders. Essential features include a sound theological awareness and a commitment to the Church’s evangelising mission in Jesus Christ and the call to synodality.

Position Title	Senior Advisor, Faith Leadership
Reports To	Manager, Leading in Faith
Directorate	Catholic Mission and Identity
Direct Reports	N/A

Key responsibilities of the role

- Lead faith formation initiatives for principals and staff, nurturing their journey of discipleship
- Design and deliver impactful programs grounded in theology, spirituality, and the MACS Faith Formation Framework



- Contribute to the MACS 2030 Vision and influence systemic faith leadership strategy
- Mentor and support aspiring leaders, enhancing pathways to accreditation and leadership growth
- Use evidence-based research to shape future-focused, mission-aligned initiatives
- Collaborate across teams, parishes, and the Archdiocese to foster a thriving Catholic community
- Contribute to liturgical life, pastoral initiatives, and cross-sector partnerships in evangelisation
- Perform other duties as assigned within your scope of practice/work

Key Selection Criteria

- Practicing Catholic active in a Eucharistic community such as a parish, with a demonstrated commitment to the evangelising mission of the Catholic Church and of Catholic schools
- Strong theological, liturgical, or religious education background with the ability to translate insights into practical leadership growth
- Experience in project management, with a talent for inspiring others
- Exceptional communication and interpersonal skills, with the ability to engage, influence, and collaborate with stakeholders at every level
- A strong grasp of Catholic education's unique opportunities and challenges in today's world
- Strategic thinking backed by data analysis, evaluation and outcome-focused planning

Skills, qualifications and pre-requisites to undertake the role

Qualifications	Relevant tertiary qualifications in Theology, Religious Education, Leadership, or related fields.
Professional Membership or Qualifications	VIT Registration is desirable.
Previous Experience/s	Experience in leading and managing workflows generated and communicating with a range of stakeholders. Previous leadership in a school is highly desirable.
Organisational values	A commitment to the organisational mission, vision and values of Integrity, Respect and Excellence and to the ethos, values and mission of Catholic education including alignment with MACS's Child Safety standards.
Licenses Required	A full, current, and maintained Victorian Driver's license and motor vehicle
Other requirements	<ol style="list-style-type: none"> 1. An understanding of and commitment to the safety, wellbeing and protection of children, and therefore you: <ol style="list-style-type: none"> a. Must hold and maintain a current Victorian Working with Children Check or be eligible to receive same upon joining the organisation. b. Alternative to holding a WWCC and NCHC, MACS will accept evidence and continued maintenance of a full and current Victorian Institute of Teaching (VIT) registration. 2. You must also undergo and receive a clear National Criminal History Check (NCHC) upon employment and during the course of your employment with MACS. All employees are required not to have been charged with, nor found guilty of any offence which would be incompatible with employment with MACS. 3. Willingness to take reasonable care for your health and safety in the workplace and for the health and safety of others who may be affected by what you do or don't do.

