



Ministry Leader Role Description

POL 2

Time allowance: 6 x 60 minute periods per 10 day cycle

Position Description

The Ministry Leader role within the College is to work collaboratively with the Faith Team to provide opportunities for staff, students, and parents to continually build their relationship with Christ.

Our College is a proud Josephite community inspired in our Catholic mission by the lives of Jesus and of Saint Mary of the Cross MacKillop and Julian Tenison Woods as the founders of the Sisters of St Joseph. We live as a learning and faith community according to the values we find in the lives of these co-founders and that of Jesus Christ.

Prerequisites

Commitment to Child Safety

- A demonstrated understanding of child safety
- A demonstrated understanding of appropriate behaviours when engaging with children
- Familiarity with legal obligations relating to child safety (e.g. Mandatory reporting)
- Be a suitable person to engage in child-connected work

Education and Experience

- Teaching qualifications
- Current Victorian Institute of Teaching (VIT) registration
- Accreditation to teach in a Catholic school (or be working towards such accreditation)
- Accreditation to teach Religious Education is desirable

Responsibilities

Leadership

- Support the vision and mission of the Catholic learning and faith community of Mount St. Joseph Girls' College.
- Participate in the College Middle Leaders Program in order to continue to build leadership capacity and growth.

Ministry

- Collaborate with staff and students to develop opportunities to further the Josephite charism in our community to plan and facilitate whole-school faith celebrations.
- Work in collaboration with the Director of Catholic Identity and the Faith Team to organise, plan and lead retreats, reflection days and other faith formation experiences.
- Collaborate with the Director of Catholic Identity and student groups to plan significant faith celebrations in the College such as JJAMM Week, Feast of St Mary of the Cross MacKillop, St Joseph, and the Sacred Heart.

- Explore opportunities to develop the prayer life of the college such as Chapel Prayer, morning pastoral prayer, staff and student faith days.
- Work in collaboration with the school's partnerships with other Association of Josephite Affiliated Secondary Schools (AJASS) through increased interaction and collaborative faith formation programs.
- Work in collaboration with the Director of Catholic Identity and the Faith Team to fulfill the strategic plan of the College, particularly focusing on the Annual Action Plan.
- Continue to grow youth ministry within the College by working with the student Ministry Leader
- Explore opportunities to consolidate and/or establish links with local, national, and global faith initiatives, including faith celebrations such as youth events.
- Explore and further develop partnerships in the local community and parishes that extend and publicise the faith life of the College including publications in local Church and Catholic Education media.

Undertake related duties as requested by the Principal who may vary the above duties.

Required Attributes and Skills

The successful candidate will be able to demonstrate the following:

1. Support of the vision and mission statements of our learning and faith community at Mount St. Joseph Girls' College.
2. A commitment to the Catholic ethos of the College and recognition of the role of all leaders in Catholic schools to provide faith leadership.
3. The capacity to provide leadership characterised by lateral thinking, innovation, and a willingness for ongoing improvement.
4. The ability to dialogue with staff in a collegial manner to achieve improved learning outcomes for students.
5. The capacity to create and maintain an environment that supports continuous improvement in curriculum design and delivery leading to the achievement of high-quality outcomes for all students.
6. Well-developed interpersonal skills including a demonstrated ability to work and communicate within a team environment.
7. Proven organisational skills and capacity to show initiative in working independently.
8. The ability to liaise and communicate effectively and positively, ensuring productive interchange and professional conversation with regard to student outcomes.