



DUTY STATEMENT

Head of Youth Advocacy and Christian Service Learning

Date: January 2023
Time: Full time
Status: Head of Youth Advocacy and Christian Service Learning (six years) /
Teacher (ongoing)
Department: Ministry

POSITION CONTEXT:

Mercy College is a Catholic, coeducational school established by the Sisters of Mercy in 1972, with over 1600 students from Kindergarten to Year 12. The College is a Christ centred, child focussed faith and learning community, that celebrates a culturally diverse population guided by the Mercy values of Justice, Compassion, Service, Excellence and Dignity.

As a K-12 faith community we aim to ensure that the charism of the Sisters of Mercy permeates the culture of the College, as it was the Sisters of Mercy who gave their lives in service to other people. With our College Motto "Love in Action" we work to build a community based on the values of Justice, Compassion, Service, Excellence and Dignity and provide diverse opportunities for our students to demonstrate this in their daily lives. Mercy College genuinely lives the charism of the Sisters that all children, no matter their cultural background, gender, financial circumstances or religion have the right to access a Catholic Education.

The role of the Head of Youth Advocacy and Christian Service Learning is to help develop student faith formation by continuing and growing the College's culture of service, which is embedded in lifelong learning. This role will develop a framework and supporting processes for Christian Service Leadership and Mission at the College aligned with our Religious Education Curriculum together with the Our Lady of Mercy Parish.

Mercy College students animate the message of our foundress Catherine McAuley and our House patrons through our Mercy College Values, in and out of the classroom. Christian Service Learning develops academically prepared leaders who understand how to be effective agents of change in our world. Mercy College students critically reflect on the Gospel values of compassion, solidarity, and the giving of self. Because Christian service is at the core of our Mercy mission, every student will experience CSL throughout their Mercy College journey.

LINE MANAGEMENT:

Working under the direction of the Director of Mission.

DUTIES AND RESPONSIBILITIES:

Lead Youth Ministry Program K-12

- Develop an inclusive youth ministry program that celebrates the College's commitment to Catholic identity and diversity;
- Engage students in an active prayer life and faith formation program;
- Involve staff, students, and parents as appropriate in Social Justice and service activities;
- Engage with College Liturgies, Masses and the Sacramental program;
- Promote service opportunities with Our Lady of Mercy Parish;
- In collaboration with the Heads of Year, develop a contemporary approach to Retreats and Faith Formation.

Lead Christian Service-Learning Program K-12

Under the direction of the Director of Mission, in collaboration with the Ministry Team

- Working with the K-12 Ministry Team, to create and refine an overarching framework for Mission and supporting processes in order for every student at Mercy College to have an authentic CSL experience aligned to the Religious Education Curriculum;
- Coordinate and lead opportunities for students aligned to Young Mercies and other Mercy Education Limited collaborations;
- Facilitate reflection activities on Christian Service activities and formation of College and Parish based service groups (e.g. Young Vinnies, Parish Busy Bees);
- Collaborate with the Religious Education teachers via the Head of Religious Education to offer student opportunities for service which are integrated through the Religious Education Program;
- Collaborate with the K-12 House Co-ordinators to offer students opportunities for service under the banner of the Four Major Catholic Charities – Caritas, LifeLink, St Vincent De Paul and Catholic Mission;
- Promote and encourage participation and reflection for students on Christian Service activities;
- Recognise students who demonstrate dedication to the College with the Colours and Honours process;
- Present the College Operations committee event plans, risk assessments and calendar dates for approval.

Your responsibilities as an employee include:

- Having a duty of care to ensure the safety, health and welfare of all staff, students, their parents, community members and other persons who are legally present on school premises, (school premises include places away from a school campus such as a campsite or where school excursions may take place from time to time);
- Ensure understanding and compliance of the College OHS policy;

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- Create a culture of safety that supports the development, maintenance and promotion of a healthy working environment;
 - Complying with, as far as practicable, all instructions given to you to ensure your own safety and health;
 - Proper use of any personal protective clothing or equipment supplied to you;
 - Not misusing or damaging any equipment you use;
 - Prompt reporting of any hazards or incidents/accidents to your Leader including damaged College property.
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MIDDLE LEADERSHIP:

- Actively contribute to the College Middle Leadership Team;
 - Give witness to the College's Evangelisation Plan;
 - Lead teachers to adopt pedagogical practice that is consistent with the College's Vision for Learning;
 - Develop and reflect on a Professional Growth Plan aligned to the School Improvement Plan, supported by a member of the Senior Leadership Team;
 - Lead members of their team to develop and reflect on a Professional Growth Plan aligned to the School Improvement Plan;
 - Have an understanding of CEWA's Quality Catholic Education Framework and apply it to the mission and vision of Mercy College.
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KNOWLEDGE, SKILLS AND EXPERIENCE:

- Demonstrates strong understanding of Catholic Ethos and model this in all decision making and actions;
 - Demonstrate excellent relationship building skills, to effectively work across the whole College;
 - Demonstrate a strong commitment and passion to Christian Service and Mission activities;
 - Demonstrate excellent organisational and time management skills;
 - Demonstrate excellent attention to detail skills;
 - Demonstrate excellent prioritisation skills, to manage multiple activities;
 - Demonstrate excellent interpersonal and communication skills;
 - Must hold a current registration with the Teacher Registration Board of Western Australia (TRBWA);
 - Must hold a current 'Working with Children' card;
 - Have completed or have made progress towards completing Accreditation to Teach in a Catholic School. Accreditation to Teach Religious Education;
 - Treat all information of the College in a confidential manner;
 - Work with all staff, students and family members in such a manner as to support the Catholic Education Office / Mercy College Code of Conduct;
 - Commitment to Child Safety and Protection consistent with the CEWA Child Safe Framework;
 - Comply with the Public Health Order regarding mandatory covid vaccination requirements.
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SALARY, TERMS AND CONDITIONS:

- The successful applicant will be employed under The Roman Catholic Archbishop of Perth Teaching Staff Enterprise Bargaining Agreement 2015 (EBA);
 - Commit to a Professional Growth Plan, together with cyclic Performance Review, to be determined by the Principal;
 - Teach: 0.4 – 0.6 FTE;
 - Teachers Salary Level: Step 1 – Step 10;
 - Promotional allowance: Category 1, Level 1.
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