



## Role Description

### Learning Area Leader of Religious Education (RE)

#### Position Summary

The Learning Area Leader of Religious Education works in close collaboration with the Principal and the Leadership Team and is charged with the responsibility of religious education, animating spirituality and promoting attitudes based on Gospel values and articulated in the Marist and Mercy charisms and the Values of the College.

Key Objectives:

- Leadership, management and support of Religious Education staff;
- Leadership of the development and implementation of the Religious Education Program;
- Leadership prayer life of the College in conjunction with the Principal, Director of Faith and Ministry and Leadership Team;
- Participation and contribution to the liturgical program of the College;
- Contribution to the Ministry Team;
- Engagement planning and implementation in Renewal and Retreat Programs with the Director of Faith and Ministry;
- Promote opportunities to links with Catholic Agencies and Parishes.

This role is a **Level 2** Position of Leadership.

#### Accountability

All positions within the College will support the Mission and Vision of Marist Regional College and interacting with our colleagues, schools and the community requires all employees to promote and support the Catholic identity.

Therefore, it is expected that all duties undertaken during employment at MRC will:

- be consistent with Catholic Identity, College Mission, Vision, and Values;
- be conducted in accordance with MRC Values, policies and the identity;
- promote the Catholic Identity in all dealings within and on behalf of MRC;
- fulfil the personal duty of care to protect and preserve the safety of children and students and must always act in the best interests of them in accordance with the Tasmanian Catholic Education Commission's (TCEC) Child Safe Organisation Policy.

#### Authority

The Learning Area Leader of Religious Education is appointed by the Principal and is a member of the Learning Area Leaders' and Ministry Team. The Learning Area Leader of Religious Education is directly accountable to the Deputy Principal Learning and Teaching and works closely with the Director of Faith and Ministry.

*Last updated July 2019*

## Key Relationships

<i>Internal</i>	Principal, Deputy Principal Learning and Teaching, Director of Faith and Ministry, Teachers, Leadership Team, Students and support staff as required.
<i>External</i>	Parents, visitors, local Community, Parishes.

## Safety and Compliance

All employees of MRC are required to:

- Exercise responsibility required in accordance with Work, Health and Safety legislation, including:
  - take reasonable care of your own health and safety and that of other people who may be affected by your acts or omissions at the workplace
  - positively contribute to safe systems of work.
- Positively contribute to a safe and welcoming learning environment for children and young people congruent with legislative and organisational Child Safe requirements.
- Undertake relevant Catholic Education Accreditation requirements associated with the role.
- Adhere to the requirements of the role in accordance with the professional standards expected of Catholic Education Tasmania and all organisational policies, procedures, codes, guidelines and applicable laws.

## Tasks & Responsibilities

*Tasks involved in this position include, but not limited to:*

- a) Leadership, management and support of Religious Education staff.
  - Providing appropriate supports to staff wishing to become accredited to teach Religious Education in a Catholic School;
  - Providing PD opportunities for RE staff.
- b) Leadership of the development and implementation of the Religious Education Program:
  - The role of Learning Area Leader of Religious Education at MRC is carried out with due consideration to the practices and policies of the Archdiocese of Hobart, including *Good News for Living*.
- c) Prayer and Liturgy:
  - Assist the Director of Faith and Ministry in preparations for whole College liturgical celebrations,
  - Assist staff in providing opportunities for varied and creative prayer in the RE classroom and in year levels.
- d) Renewal and Retreat Programs:
  - Work in collaboration with the Director of Faith and Ministry in developing and implementing of the College Retreat and Renewal Programs;
  - Participate in Retreats and Renewal days.

The Key Tasks of the Learning Area Leader of Religious Education can be varied or changed by the Principal as circumstances require after appropriate consultation.

## Selection Criteria

### 1. *Essential requirements of the role*

- a) A committed Catholic whose faith is visible and inspiring, and firmly supports the Catholic Identity of Marist Regional College;
- b) Suitably qualified and registered Teacher in Tasmania or ability to gain prior to commencement of the position;
- c) Demonstrated ability to ensure consistency in the standard, development and implementation of the Religious Education Program across Years 7 to 12;
- d) Successful attainment of Accreditation C to teach religious education in a Tasmanian Catholic School or the willingness to work towards the successful attainment thereof;
- e) Experience in leading teams in the development of a common vision and commitment;
- f) Well-developed ability to work effectively in a high paced environment;
- g) Ability to maintain confidential, accurate, up to date and detailed records;

### 2. *Desirable requirements of the role*

- a) Significant experience in Catholic Education;
- b) Understanding of Tasmanian Catholic Education Commission policies and their implications for college policies and practices.

## Acceptance of responsibility

I have read and understand the above expectations of the role, and will undertake the tasks and duties to the best of my ability:

**Employee:**

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Name

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Signature

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Date