



St James Primary School

YAMBA



ST JAMES SCHOOL
Yamba

Applications are invited from suitably qualified teachers for the following position:

Full Time Teacher

who will fulfil the role of Co2 Leader of Catechesis / School Evangelisation for 2018 and possibility of continuing into 2019 - 2021

Applicants must:

- Have a commitment to the practice of the Catholic faith and appropriate Religious Education qualifications;
- Have a knowledge of and commitment to the Catholic ethos and mission of the school;
- Have an understanding of contemporary pedagogy and the ability to differentiate and provide for a diverse range of ability;
- Have effective classroom practice that fosters independent learners;
- Be willing to work co-operatively and contribute positively as part of a professional learning community;
- Be able to creatively use ICT to enhance a rich learning environment;
- Be willing to teach any class level from K-6;
- Be willing to meet the requirements of the Diocese Work Teach and Lead document
- A current NSW Working with Children check
- NESA Accreditation

Please nominate three (3) referees, one of whom is the Parish Priest from your usual place of worship.

Interested applicants should apply in writing to:

The Principal
St James' Primary School
Lot 1, Carrs Drive,
Yamba NSW 2464

Ph: (02) 6646 3266; Fax: (02) 6646 3215
Email: amdawson@lism.catholic.edu.au

Applications to be received by 3.00 pm, Monday 18 September 2017

*Child Protection legislation requires preferred applicants to be subject to employment screening.
An Equal Opportunity Employee*

Information re: Leaders of Learning /Coordinator positions

Co 2 Leaders of Learning are engaged for a three-year cycle. Any appointment made within the three-year cycle will be appointed for the balance of the cycle. The current three-year cycle ends in 2018.

At the end of this time the LOL /Coordinator Co2 role will be readvertised.

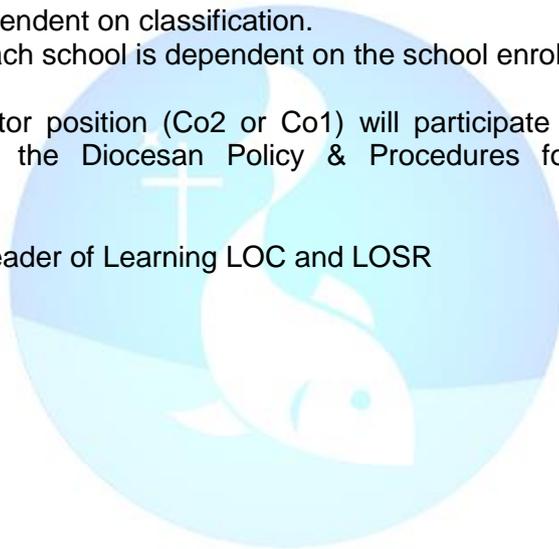
Appointment to Coordinator 2 position will not normally be made unless the Teacher is classified as at least Step 7 on the Teachers Incremental scale or as at least Band 2 Proficient Teacher Level 1 on the Teachers Standards Classification.

Co 1 positions will not be dependent on classification.

The allocation of points for each school is dependent on the school enrolment band.

Each teacher in a Coordinator position (Co2 or Co1) will participate in an ongoing performance review in accordance with the Diocesan Policy & Procedures for Performance Review of Coordinators.

Attach Role description for Leader of Learning LOC and LOSR



ST JAMES SCHOOL

Yamba



Leader of School Evangelisation (Primary) 2016-2018

Role Description

Catholic schools are established by the Bishop of Lismore to promote the mission of Jesus Christ which He entrusted to His Church. They do this by ensuring Catholic schools are pastorally caring, quality learning environments where students are invited to engage in intentional discipleship of Jesus Christ and participation in the life of His Church.

The Leader of School Evangelisation has a co-responsible leadership role in contributing to the ongoing creation of parish schools as animated, effective centres of Catholic identity and mission which ignite students' passion to live an intentional faith life within the Church.

While the Principal and school Executive carry overall responsibility for school improvement, the Leader of School Evangelisation has a key role in the development of school policy and practice regarding Evangelisation. Further, this role promotes alignment between evangelisation and discipleship formation with students, staff and parents.

In common with all teachers in Catholic schools, the Leader of School Evangelisation should bear witness to Jesus Christ through word and deed. The Leader of School Evangelisation must be a committed Catholic and must display a demonstrable commitment to the teachings of the Catholic Church in the area of faith and morals, along with participation in Sunday Eucharist, and maintaining an active life in the Parish.

General Description:

Position Title: Leader of School Evangelisation
Accountable To: Principal

A Message from the Bishop of Lismore Regarding the Overall Purpose of the Position

“Repent and believe in the Gospel” (Mk 1:15), “I will make you become fishers of men” (Mk 1:17). This is the first call of Jesus Christ, the Son of God, for the evangelisation of all peoples at all times. With all her energies today, at the beginning of the Third Millennium, this call is still proclaimed by the Catholic Church in every part of the world.

A Leader of School Evangelisation in the Diocese of Lismore is a Catholic teacher commissioned with a particular responsibility within a Catholic school for maintaining, promoting and witnessing to its religious character and mission. The Leader of School Evangelisation, in common with all Catholic teachers has a duty deriving from the Sacrament of Baptism to be a witness to the faith of the Church, and is further commissioned to share in the apostolic mission represented by the Bishop within a particular Catholic school of the Diocese.

Today, Christ’s Church passes through a period of special difficulty in places where the faith once flourished but now needs to be planted afresh, as in a New Evangelisation. This applies no less among a significant proportion of the members of our parish school communities, where faith and attachment to Christ and His Church among many students, parents and even staff, does not match the regard in which a Catholic school is held for its human and educational qualities.

The Leader of School Evangelisation will need to have some awareness of the effects of secularist thinking in our society, its causes, and the strategies of the new apologetics which can counter opposition to Christian faith and the content of belief. This leadership position carries the responsibility to ensure that the school witnesses strongly and unequivocally to the Person and Teaching of Jesus Christ, transmitted in its fullness through the proclamation entrusted to His Church in communion with the Successor of Peter. The Leader of School Evangelisation is thus related closely also to the mission of the Bishop and the priests of the parish.

The Leader of School Evangelisation will find a particular resonance in Pope Paul VI’s remark in *Evangelii Nuntiandi*, 41 (1975) that “Modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they are witnesses.” It follows that anyone who would evangelise others must themselves first be evangelised. This will be demonstrated in a personal attachment to Christ through a deepening familiarity with his teaching in the Sacred Scriptures and those privileged sources of modern Church teaching and explanations of the Faith, *The Catechism of the Catholic Church (CCC)* (1994, English translation 1997), *The Compendium of the CCC* (2005), and *The Youth Catechism (YOUCAT) of the CCC* (2010). The attachment of mind, heart and hands to Christ, Sacred Scripture and His Church required of those in leadership is formed through active engagement in the sacraments and is evident in both lifestyle and involvement within the local parish worship and community.

On this foundation of witness and example by the Leader of School Evangelisation, in collaboration with others of similar commitment to the Faith, members of the parish school community lacking sufficient knowledge to form a structure of belief will be better enabled to do so. Those of weaker faith will also be helped to further discover and develop an attraction to the good news of the Gospel, to Catholic practice and Christian living, within the communion of the Church.

It is essential that the Leader of School Evangelisation collaborates with the Parish Priest, or his appointee, for guidance and direction. They will also collaborate with the Catholic Schools Office in the development and implementation of innovative ways to engage parents as authentic partners and the first educators in the faith of their children. The Leader of School Evangelisation is a member of the Parish School Leadership Team and under the leadership of the Principal may be asked to assist in the general administration of the Parish School without detracting from the Tasks and Responsibilities within the role.

The appointees to the Leader of School Evangelisation positions are at the forefront of a new emphasis and direction in the transmission of the faith. It is essential that they be practicing Catholics within a parish community. It is to be assured that those who are appointed will receive the appropriate education, formation and support in order to fulfill their roles.

This position description is issued with the clear direction that it will be implemented with integrity. It is recognised that Principals and Leaders of School Evangelisation require flexibility in adapting the Tasks and Responsibilities to meet the needs of their Parish School. Such adaptation is conducted in consultation with the School Evangelisation and Catechetical Services Team Consultant. There can be no variation to the Tasks and Responsibilities outlined in this document without the approval of the Assistant Director School Evangelisation and Catechetical Services.

+Geoffrey H Jarrett
Bishop of Lismore

Key Tasks and Responsibilities:

1. Integrating Catholic beliefs and practices into all aspects of school life by:

- Working with the School leadership team to promote an understanding of and commitment to the Catholic identity and mission of the Parish school
- Fostering parish, school and parent partnership through inviting staff and students to be active and committed members of the Catholic Parish community
- Developing religious and spiritual formation opportunities for staff and students ensuring the Parish school is a place of prayer, within the Catholic tradition
- Collaborating with the Leader of Catechesis in order to develop intentional student discipleship opportunities in all RE/Catechesis classes.

2. Ensuring the promotion of an effective, engaging and innovative Parish school evangelising community by:

- Coordinating the implementation of School Evangelisation within School Strategic Planning
- Taking a leadership role on behalf of the Principal in expanding professional learning opportunities related to evangelisation, faith formation and student discipleship within the school context
- Supporting the Parish / Parish School's Sacramental program
- Liaising with local Catholic parish schools in developing sustainable transition programs
- Contributing to school wide strategies for promoting staff involvement in liturgical and intentional student discipleship experiences.

3. Building the capacity of teachers for Student Evangelisation by:

- Ensuring teachers are knowledgeable regarding the essential features of student discipleship and ensuring support for student discipleship programs such as CSYMA
- Establishing and reviewing policies and practices that promote a positive climate of professionalism, trust and respect when facilitating and engaging with colleagues, parents/carers and the community in intentional student discipleship opportunities and faith formation
- Providing effective planning, allocation, support and evaluation in relation to retreats, liturgies and intentional student and staff formation
- Supporting teachers in applying Catholic social justice teaching where appropriate within the school through the resources of Catholic Mission, St Vincent de Paul and Caritas.

4. Creates and maintains supportive and safe learning environment by:

- Developing and maintaining an environment where excellence in teaching and learning is highly valued and learners feel safe, supported and secure
- Ensuring flexible and intentionally developed learning spaces are appropriately resourced to engage and support all learners in Student Discipleship programs and activities
- Ensuring Workplace Health and Safety requirements and standards are maintained where needed
- Evaluating and monitoring teaching and learning practices in the school to ensure students' experiences, including their home and culture, are valued and respected.
- Maintaining efficient systems for budget control and resource maintenance.

Qualifications and Skills Required

Leader of School Evangelisation 2

- 4 Year trained qualification
- Minimum of 5 years teaching experience
- Ability to promote Catholic Culture Change and work flexibly with Parish Priest, Principal and other Leadership Team Members
- Desirable: Category D

Leader of School Evangelisation 1

- Not dependent on classification

Conditions of Service	
Employment Type:	Full-Time appointment
Tenure:	CO2 Three years fixed term CO1 One year fixed term
EA:	Teachers (Country and Regional Dioceses) Enterprise Agreement 2013
Remuneration:	Teacher Classification plus CO2 Allowance Teacher Classification plus CO1 Allowance
Relief from Teaching	Double the hours as determined for CO1 or CO2



Leader of Catechesis (Primary) 2016-2018 Role Description

Catholic schools are established by the Bishop of Lismore to promote the mission of Jesus Christ which He entrusted to His Church. They do this by ensuring Catholic schools are pastorally caring, quality learning environments where students are invited to engage in intentional discipleship of Jesus Christ and participation in the life of His Church.

The Leader of Catechesis has a co-responsible leadership role in contributing to the ongoing creation of parish schools as animated, effective centres of Catholic identity and mission which ignite students' passion to live an intentional faith life within the Church.

While the Principal and school Executive carry overall responsibility for the Catholic identity and mission of the school, the Leader of Catechesis has a key role in the:

1. Transmission of faith through the embedding of school policy and practice in Catechesis and Religious Education through engaging pedagogy.
2. Permeation of *Catholic Education in the Diocese of Lismore, Foundational Values for the Catholic Worldview* into all curriculum areas.

In common with all teachers in Catholic schools, the Leader of Catechesis should bear witness to Jesus Christ through word and deed. The Leader of Catechesis must be a committed Catholic who has a demonstrable commitment to the teachings of the Catholic Church in the area of faith and morals, along with participation in Sunday Eucharist, and maintaining an active life in the Parish.

General Description:

Position Title: Leader of Catechesis
Accountable To: Principal

A Message from the Bishop of Lismore Regarding the Overall Purpose of the Position

“Repent and believe in the Gospel” (Mk 1:15), “I will make you become fishers of men” (Mk 1:17). This is the first call of Jesus Christ, the Son of God, for the evangelisation of all peoples at all times. With all her energies today, at the beginning of the Third Millennium, this call is still proclaimed by the Catholic Church in every part of the world.

A Leader of Catechesis in the Diocese of Lismore is a Catholic teacher commissioned with a particular responsibility within a Catholic school for maintaining, promoting and witnessing to its religious character and mission. The Leader of Catechesis, in common with all Catholic teachers has a duty deriving from the Sacrament of Baptism to be a witness to the faith of the Church, and is further commissioned to share in the apostolic mission represented by the Bishop within a particular Catholic school of the Diocese.

Today, Christ’s Church passes through a period of special difficulty in places where the faith once flourished but now needs to be planted afresh, as in a New Evangelisation. This applies no less among a significant proportion of the members of our parish school communities, where faith and attachment to Christ and His Church among many students, parents and even staff, does not match the regard in which a Catholic school is held for its human and educational qualities.

The Leader of Catechesis will need to have some awareness of the effects of secularist thinking in our society, its causes, and the strategies of the new apologetics which can counter opposition to Christian faith and the content of belief. This leadership position carries the responsibility to ensure that the school witnesses strongly and unequivocally to the Person and Teaching of Jesus Christ, transmitted in its fullness through the proclamation entrusted to His Church in communion with the Successor of Peter. The Leader of Catechesis is thus related closely also to the mission of the Bishop and the priests of the parish.

The Leader of Catechesis will find a particular resonance in Pope Paul VI’s remark in *Evangelii Nuntiandi*, 41 (1975) that “Modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they are witnesses.” It follows that anyone who would evangelise others must themselves first be evangelised. This will be demonstrated in a personal attachment to Christ through a deepening familiarity with his teaching in the Sacred Scriptures and those privileged sources of modern Church teaching and explanations of the Faith, *The Catechism of the Catholic Church (CCC)* (1994, English translation 1997), *The Compendium of the CCC* (2005), and *The Youth Catechism (YOUCAT) of the CCC* (2010). The attachment of mind and heart to Christ, Sacred Scripture and His Church required of those in leadership is formed through active engagement in the sacraments and is evident in both lifestyle and involvement within the local parish worship and community.

On this foundation of witness and example by the Leader of Catechesis, in collaboration with others of similar commitment to the Faith, members of the parish school community lacking sufficient knowledge to form a structure of belief will be better enabled to do so. Those of weaker faith will also be helped to further discover and develop an attraction to the good news of the Gospel, to Catholic practice and Christian living, within the communion of the Church.

It is essential that the Leader of Catechesis collaborates with the Parish Priest, or his appointee, for guidance and direction. They will also collaborate with the Catholic Schools Office in the development and implementation of innovative ways to engage parents as authentic partners and the first educators in the faith of their children. The Leader of Catechesis is a member of the Parish School Leadership Team and under the leadership of the Principal may be asked to assist in the general administration of the Parish School without detracting from the Tasks and Responsibilities within the role.

The appointees to the Leader of Catechesis positions are at the forefront of a new emphasis and direction in the transmission of the faith. It is essential that they be practicing Catholics within a parish community. It is to be assured that those who are appointed will receive the appropriate education, formation and support in order to fulfill their roles.

This position description is issued with the clear direction that it will be implemented with integrity. It is recognised that Principals and Leaders of Catechesis require flexibility in adapting the Tasks and Responsibilities to meet the needs of their Parish School. Such adaptation is conducted in consultation with the School Evangelisation and Catechetical Services Team Consultant. There can be no variation to the Tasks and Responsibilities outlined in this document without the approval of the Assistant Director School Evangelisation and Catechetical Services.

+Geoffrey H Jarrett
Bishop of Lismore

Key Tasks and Responsibilities:

1. Integrates Catholic beliefs and practices into all aspects of RE/Catechesis by:

- Coordinating the implementation of RE/Catechesis within School Strategic planning
- Ensuring that educational initiatives in RE/Catechesis are informed by Church teaching
- Facilitating with the Leader of Pedagogy, the permeation and integration of the *Foundational Values for the Catholic Worldview* across the Key Learning Areas.
- Collaborating with the Leader of School Evangelisation in order to develop intentional student discipleship opportunities in RE/Catechesis classes.

2. Engage in the professional learning community by:

- Engaging in professional dialogue that is informed by feedback, analysis of current research and practice to provide quality professional learning to improve the educational outcomes of students in RE/Catechesis classes.

3. Build leadership and capacity of teachers of RE/Catechesis by:

- Modelling new and innovative pedagogies which engage the passion, imagination and commitment of staff and students
- Assisting staff and students to move beyond the experiential to reflect and act as intentional disciples
- Using the Australian Professional Standards for Teachers and the professional learning needs of colleagues to plan and lead the development of professional learning policies and programs
- Leading the Catechesis professional learning teams to support high-quality professional learning opportunities that focus on improved student learning
- Ensuring new and experienced teachers are provided with appropriate professional learning inducting them into Catechetical pedagogy, policy and procedure and the teachings of the Church
- Assisting staff members comply with the requirements of the Diocese of Lismore *Accreditation Framework to Work, Teach and Lead*.

4. Lead the management and development of the RE/Catechesis curriculum and pedagogy by:

- Leading and supporting colleagues to ensure the implementation of legislative and Diocesan curriculum requirements
- Working collaboratively with the Leader of Curriculum and Leader of Pedagogy to ensure there is a diverse, well-taught and flexible curriculum and pedagogy, incorporating the principles of the Contemporary Learning Framework
- Foster parish, school and parent partnership through timely communication of catechetical curriculum updates and build upon opportunities that engage parents/carers in the progress of their children's learning in RE/Catechesis
- Establishing and reviewing policies and practices in RE/Catechesis
- Liaising with parish schools in developing sustainable transition programs
- Support the Leader of School Evangelisation where needed in the parish/school Sacramental program.

5. Creates and maintains supportive and safe learning environment in RE/Catechesis by:

- Developing and maintaining an environment where excellence in teaching and learning in RE/Catechesis is highly valued and learners feel safe, supported and secure
- Ensuring flexible and intentionally developed learning spaces are appropriately resourced to engage and support all learners in RE/Catechesis

- Ensuring Workplace Health and Safety requirements and standards are maintained where needed
- Evaluating and monitoring teaching and learning practices in the school to ensure students' experiences, including their home and culture, are valued and respected in RE/Catechesis
- Initiating strategies and leading colleagues to implement effective classroom management strategies in RE/Catechesis that promote student responsibility for their own learning
- Maintaining efficient systems for budget control and resource maintenance in RE/Catechesis.

Qualifications and Skills Required

Leader of Catechesis 2

- 4 Year trained qualification is preferable
- Desirable: Category D
- Minimum of 5 years teaching experience
- Ability to promote Catholic Culture Change and work flexibly with Parish Priest, Principal and other Leadership Team Members

Leader of Catechesis 1

- Not dependent on classification

Conditions of Service	
Employment Type:	Full-Time appointment
Tenure:	CO2 - Three years fixed term CO1 - One year fixed term
EA:	Teachers (Country and Regional Dioceses) Enterprise Agreement 2013
Remuneration:	Teacher Classification plus CO2 Allowance Teacher Classification plus CO1 Allowance
Relief from Teaching	CO2 - 4 hours relief time per week CO1 - 2 Hours relief time per week