

## DIRECTOR OF CATHOLIC IDENTITY & MISSION

POSITION:	Director Of Catholic Identity & Mission
REPORTS TO:	Principal
ROLE TENURE:	2025 – 2026
FTE:	1.0
CONDITIONS:	Catholic Education Multi-Employer Agreement 2022

---

### OVERVIEW

All staff members of Marian College are expected to actively support Catholic education in the Brigidine tradition, as articulated in the College's vision and mission statements. Staff are required to embody the values of [Kildare Ministries](#) in their professional conduct and in the relationships, they foster within the College community. Each staff member's role is designed to contribute to the best possible educational outcomes for all students, enhance the community's strengths and ensure careful stewardship of the College's resources.

---

### ROLE DESCRIPTION

The Director of **Catholic Identity & Mission** plays a vital leadership role in shaping and nurturing the spiritual life of the school community. This role is responsible for inspiring and guiding the faith formation of both students and staff, while actively animating the Catholic identity of the College.

Through the coordination of liturgies, retreats, social justice initiatives, and community outreach, the Director ensures that the mission of the Gospel is woven into the daily life of the school. Central to the role is fostering the Brigidine charism—grounded in the values of Strength and Kindness—and bringing to life the values and vision of Kildare Education Ministries.

---

### CHILD SAFETY

All staff members must be familiar with and comply with the Marian College child-safe policy, code of conduct, and any other related policies or procedures. Demonstrating a duty of care to students in relation to their spiritual, physical, and mental wellbeing is paramount. Staff are expected to implement strategies that promote a healthy and positive learning environment, understand child safety standards and obligations, including mandatory reporting, and exhibit appropriate behaviors when engaging with children. Any concerns relating to child safety must be reported immediately. Any violations of school policies or codes of conduct will result in appropriate actions by the College.

---

### RESPONSIBILITIES:

#### FAITH LEADERSHIP AND DEVELOPMENT

- Enhance the Catholic identity of the College by identifying, implementing, and evaluating strategies that reflect the core values and mission of Kildare Education Ministries, fostering a faith-filled learning environment.

- Enact and lead the Kildare Education Ministries Living Justice, Living Peace Charter.
- Provide leadership by actively and publicly supporting the College's Vision and Mission and by implementing the College's Strategic Plan and Annual Action Plan within the area of responsibility.
- Oversee the planning of the KEM Immersion experiences for staff and students, including conducting the selection and formation process for students in conjunction with the Principal.
- Organise Liturgy, worship and reflection experiences for key College events
- Liaise with the College Executive in relation to the organisation of the annual Staff Spirituality Day
- Provide stewardship of the College Chapel, ensuring it remains a sacred and well-maintained space for prayer, reflection, and liturgy.
- Guide and support the Social Justice Leader through regular mentoring and collaborative planning.
- Lead the coordination of the College's social justice initiatives, including Project Compassion, fostering a culture of service and advocacy.
- Engage regularly with the Student Representative Council to promote student voice and active participation in justice and faith-focused activities.

## STAFF DEVELOPMENT

- Provide leadership that enlivens and animates the charism of the Brigidine and Presentation Sisters, embedding their spiritual heritage into the life and culture of the College.
- Design and lead meaningful professional learning experiences that deepen staff engagement with faith, spirituality, and the mission of Kildare Education Ministries.
- Collaborate with the College Executive to ensure all teaching staff meet and sustain the required Accreditation to Teach in a Catholic School, to teach Religious Education, and to lead within a Catholic educational context.
- Actively contribute to the mission of Kildare Education Ministries through participation in relevant network groups.

---

## ACCOUNTABILITIES FOR ALL STAFF @ MARIAN COLLEGE

---

### GENERAL:

- Demonstrate alignment and support for the Catholic, Kildare Ministries and Brigidine ethos of the College.
- Develop and maintain positive relationships with staff, students, parents and the wider College community.
- Actively engage in and support the College's continuous improvement initiatives by collaborating with colleagues and participating in school improvement planning.
- Understand and adhere to all relevant KM/KEM and College policies and procedures.
- Participate in relevant staff meetings, assemblies, College masses, community days, and professional learning sessions.
- Uphold a duty of care for students' physical and mental wellbeing.
- Follow the College's professional dress code.
- Participate in College community evenings and events as appropriate.

### RISK AND OCCUPATIONAL HEALTH AND SAFETY:

- Comply with legislated occupational health and safety practices.
- Observe safe work practices in accordance with training and instruction given.
- Identify, report and where appropriate, action risks/hazards in order to eliminate or mitigate against the risk recurring.

## OTHER

- Commit to ongoing professional development in your area of work.
- Be open to researching areas of interest guided by the College School Improvement Plan.
- Other duties as directed by the Principal.

This statement outlines the key responsibilities of the role but is not an exhaustive list. Duties may be reviewed and adjusted by the Principal (or nominee), in consultation with the appointee, to reflect the evolving needs of the College and the appointee's experience and expertise

---

## KEY SELECTION CRITERIA

---

1. Experience in Catholic schools is desirable Leadership
2. Understanding of the theory and practice of leading a contemporary secondary school library.
3. Proficient in relevant information and communication technologies.
4. Strong leadership skills: communication, team building, problem-solving, conflict resolution, and formative feedback.
5. Excellent organisational and time management abilities.
6. Positive approach to leadership, including qualities such as initiative, enthusiasm and flexibility.
7. Understanding of contemporary evidence-based pedagogies, including literacy and information skill development.
8. Expertise in building positive relations with students and student management

---

## QUALIFICATIONS

---

- Post graduate qualification in education
- Current, full registration with Victorian Institute of Teaching (VIT)
- Accreditation to Teach/Lead in a Catholic School
- Accreditation to Teach Religious Education (an advantage)