

Catholic Education Archdiocese of Brisbane

ROLE DESCRIPTION

ASSISTANT PRINCIPAL RELIGIOUS EDUCATION



Teaching Challenging Transforming

In an ecumenical school, references in this role description to the Catholic faith, ethos and identity should be understood as referring to the relevant faith partnerships in that school.

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ROLE DESCRIPTION - ASSISTANT PRINCIPAL RELIGIOUS EDUCATION

1 POSITION TITLE

Assistant Principal Religious Education

2 PURPOSE OF THE POSITION

The APRE, as a member of the school leadership team, assists the Principal in the leadership of a Catholic school within the Archdiocese of Brisbane. The APRE focuses on providing leadership in religious education, including the religious life of the school and the teaching of religion, according to Archdiocesan policies and practices.

3 KEY RESULT AREAS

In partnership with colleagues and through the support of the Archdiocese of Brisbane the APRE in a Catholic school is required to:

Religious Leadership

- Assist the Principal, through personal example and shared responsibility, to provide religious leadership and to foster the religious life of the school.

Educative Leadership

- Assist the Principal to develop and implement high quality learning and teaching programs in religious education.

Staff and Community Leadership

- Assist the Principal to:
 - o Foster and develop appropriate relationships with staff, students, parents, the Parish, the Catholic education community and the wider community in order to support religious education.
 - o Select, mentor and develop staff to support religious education.

Strategic Leadership

- Assist the Principal to develop the vision, mission and strategic goals of the school, in alignment with the Strategic Renewal Framework.

Organisational Leadership

- Assist the Principal to develop and maintain processes to manage physical and financial resources which support the religious life of the school and the teaching of religion.

4 STATEMENT OF RESPONSIBILITY

The leadership and direction provided by the APRE will be consistent with the Archdiocesan Vision Statement for Catholic Education; Catholic teachings, principles and values; the Strategic Renewal Framework; the Leadership Framework; Brisbane Catholic Education policies and practices; and Archdiocesan policies and directives.

The APRE provides general leadership in support of the Principal in the achievement of the acknowledged mission and goals of the school community. Additionally, the APRE provides specific leadership in those areas delegated by the Principal as designated in the APRE's duty statement.

5 SCOPE OF THE POSITION

Under each of the key result areas is a range of activities in which the role holder might engage while assisting the Principal. The list is neither prescriptive nor exhaustive. The degree to which the role holder engages in these activities and others delegated by the Principal will depend on the size and nature of the school and the release time allocated for the position. Individual Duty Statements may be developed to provide more specific guidance.

RELIGIOUS LEADERSHIP

- Articulate and promote the Archdiocesan vision of *Jesus Communion Mission*.
- Nurture partnerships with Parish, Deanery Archdiocesan communities and Church agencies.
- Foster the Catholic ethos and identity of the school community, integrating beliefs and values into all facets of school life and learning.
- Implement the Archdiocesan guidelines, policies and directives in religious education.
- Lead the religious life of the school.
- Coordinate liturgy, ritual, worship and prayer.
- Facilitate opportunities for Christian community service and social justice.
- Articulate a contemporary understanding of theology and model attentiveness to their own spiritual formation for leadership.
- Facilitate staff spiritual and theological formation.
- Promote preferential options for the poor and marginalised.

EDUCATIVE LEADERSHIP

- Support and promote a contemporary Catholic educational vision with a focus on the student as learner and person.
- Facilitate and supervise effective learning and teaching in religion, consistent with the Learning Framework.
- Work with staff to build a collaborative learning culture that infuses a religious dimension across the curriculum.
- Identify and facilitate relevant professional learning for teachers of religion.
- Facilitate the development, implementation and maintenance of the school's religious education program.

STAFF AND COMMUNITY LEADERSHIP

- Work in close collaboration with other leadership team members.
- Promote pastoral processes that build Christian community and establish healthy staff relationships.
- Nurture a culture of care, inclusion and wellbeing for students and families.
- Contribute to the development of school partnerships with Parish, Deanery and Archdiocesan agencies.
- Work collaboratively with BCEO personnel.

STRATEGIC LEADERSHIP

- Provide a religious dimension in the development and implementation of the school's renewal plan.
- Use relevant data to review and renew religious education in response to changing needs and contexts, in the context of the cyclical review process.
- Advocate for effective human, financial and material resourcing in religious education.
- Identify, mentor and develop teachers of religion.

ORGANISATIONAL LEADERSHIP

- Ensure the time allocation for the classroom teaching of religion accords with Archdiocesan policies and regulations.
- Develop and manage the religious education budget.
- Coordinate, communicate and implement the yearly overview for the classroom teaching of religion and the religious life of the school, including liturgy, ritual and worship, faith formation experiences, social action for justice, staff professional learning, and involvement in wider church activities.

6 AUTHORITY LIMITS

Full Authority to act within the role and enact the duties as outlined above is delegated by the Principal.

7 REPORTING AND OTHER RELATIONSHIPS

The APRE is responsible to the Executive Director through the Principal. Significant relationships also exist with the Senior Leader - Learning and Identity, the Director School Services, the Senior Education Officer – Religious Education and other senior staff of the Brisbane Catholic Education Office.