



Director of Faith and Identity

Position Overview

The Director of Faith and Identity provides dynamic, contemporary leadership in all areas related to Catholic identity, faith formation, mission, spirituality and service within the College community. The role works to give authentic expression to the Mission, Vision and Values of the College through its Catholic and Brigidine traditions, ensuring that the Gospel of Jesus Christ and the Brigidine charism are visible in all aspects of College life. Drawing on themes of hospitality, stewardship, justice, compassion, peace and spirituality, the Director of Faith and Identity nurtures a culture in which every member of the community can flourish and develop a deeper sense of purpose, faith and belonging.

The Director of Faith and Identity is a senior leader who shares responsibility for promoting and strengthening the Catholic identity of the College. The role leads the prayer and liturgical life of the College and ensures that formation, service and justice initiatives are animated by the Gospel and the Brigidine tradition. The Director works collaboratively with students, staff, families, parishes, Kildare Ministries, Brigidine communities and the wider Church to foster a vibrant faith culture.

The responsibilities in this Position Description are in addition to the requirements set out in the College's policies and may be amended from time to time by the Principal.

Reports to: Principal

Key Responsibilities

Mission and Faith Leadership

- Promote and model the Catholic ethos and spiritual life of the College.
- Exercise effective team leadership in a manner consistent with the College's Catholic identity, Brigidine heritage, and Kildare Ministries values.
- Actively participate in and support College faith and justice initiatives, liturgical celebrations, and community engagement.
- Ensure that all actions reflect the College motto Fortiter et Suaviter (strength and gentleness) balancing high expectations with compassion and respect.
- Give leadership to the ongoing development and expression of the College's Catholic and Brigidine identity.
- Ensure that the Brigidine charism and Kildare Ministries values are embedded across College programs, policies, practices and decision-making.
- Develop and implement policies and initiatives that strengthen Catholic identity and faith formation.
- Work with the Principal and Leadership Team to cultivate a vibrant faith culture where Gospel values flourish among students, staff and families.
- Foster an understanding of Catholic teaching, tradition and contemporary spirituality that is relevant and meaningful to young people.

- Raise awareness of significant liturgical seasons, feast days and events within the life of the Church.
- Build and maintain strong relationships with Kildare Ministries, Brigidine communities and other Catholic educational networks.
- Promote the values of justice, inclusion, reconciliation, stewardship and care for creation throughout the College community.

Strategic Leadership

- Contribute to the development and implementation of the College Strategic Plan.
- Work collaboratively with the Leadership Team in shaping the future direction of the College through the lens of faith, mission and identity.
- Develop, implement and evaluate strategic initiatives relating to Catholic identity, formation, spirituality and service.
- Lead the review and development of policies to ensure alignment with the College Mission and Catholic educational philosophy.
- Participate in key areas of decision-making as a member of the College Leadership Team.
- Manage the budget for faith formation, liturgy, retreats, service-learning and mission-related programs.
- Provide reports and recommendations to the Principal and Leadership Team regarding faith and mission initiatives.
- Represent the College in diocesan, Kildare Ministries and Catholic education networks as appropriate.

Prayer, Liturgy and Spiritual Life

- Develop and coordinate the annual College Faith Life Calendar.
- Lead, develop and implement opportunities for prayer, reflection and liturgical celebration across the College.
- Coordinate and oversee major liturgical celebrations including:
 - Opening College Mass
 - Commencement and Graduation Liturgies
 - Feast Day celebrations
 - Ash Wednesday and Holy Week observances
 - Whole-school and year-level Masses
 - Staff liturgies and prayer experiences
- Promote meaningful and inclusive liturgical experiences that engage students, staff and families.
- Coordinate sacramental and spiritual opportunities that deepen the faith life of the College community.
- Ensure that prayer and reflection remain central to College gatherings and celebrations.
- Oversee the development and care of sacred spaces and the College chapel.

Student Formation and Engagement

- Collaborate with the Director of Teaching and Learning to ensure the Brigidine tradition and Kildare Ministries values are authentically integrated across the curriculum.
- Collaborate with the Head of Religious Education to ensure Religious Education programs are contemporary, engaging and aligned with the mission of the College.
- Design, coordinate and evaluate retreats, reflection days and formation experiences for students.
- Develop opportunities for students to strengthen their relationship with God through:
 - prayer and reflection
 - faith formation experiences
 - participation in liturgy and sacramental life
 - service-learning initiatives
 - social justice engagement
 - care for creation and environmental stewardship.
- Support the development of student leadership in faith, service and justice.
- Empower students to be active contributors to the common good through local and global justice initiatives.
- Promote programs that encourage compassion, courage, hospitality and advocacy for those experiencing disadvantage.
- Foster student understanding of Brigidine traditions and contemporary expressions of faith and mission.

Staff Formation

- Develop and implement a comprehensive staff formation program reflecting the Catholic and Brigidine traditions.
- Support the induction of new staff in relation to Catholic identity, mission and the Brigidine charism.
- Provide opportunities for staff to deepen their understanding of:
 - Catholic teaching and tradition
 - Brigidine spirituality
 - Kildare Ministries values
 - contemporary faith formation
 - social justice and stewardship.
- Coordinate staff retreats, reflection opportunities and faith formation experiences.
- Support staff seeking accreditation and professional learning in Religious Education, theology and faith leadership.
- Work with staff collectively and individually to foster a shared commitment to the Mission of the College.
- Lead prayer and reflection experiences for staff meetings and College gatherings.
- Encourage and support participation in diocesan, Brigidine and Kildare Ministries formation opportunities.

Community Engagement and Partnerships

- Develop and implement opportunities for all members of the College community to engage in spiritual growth and faith formation.
- Strengthen partnerships between the College, families, parishes, diocesan agencies and the wider Church.
- Foster strong relationships with Kildare Ministries and Brigidine-affiliated organisations.
- Promote opportunities for parent engagement in the faith life of the College.
- Collaborate with College leaders to communicate faith, mission and service initiatives through College publications and media.
- Encourage meaningful community participation in liturgical and faith-based events.
- Support service and outreach programs that build awareness of social justice issues and community responsibility.
- Promote authentic connections between faith, learning and service in the wider community.

Other Duties

- A teaching load of 0.2 FTE in Religious Education/Studies of Religion is included in the role.
- Any other duties as directed by the Principal or their delegate

Child Safeguarding

- The School is committed to the safety, welfare and wellbeing of all children and young people. All staff are required to:
 - Understand and comply with the School's Child Safeguarding Policy and Code of Conduct.
 - Hold a current NSW Working with Children Check (WWCC) clearance.
 - Complete mandatory Child Protection training and Mandatory Reporting training annually.
 - Demonstrate appropriate professional boundaries and behaviours in all interactions with students.
 - Report any concerns about child safety immediately to the designated Child Protection Officer.
 - The successful applicant will be subject to employment screening through the Office of the Children's Guardian.
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Key Selection Criteria

- Demonstrated commitment to Catholic education and the mission of a Catholic school in the Brigidine tradition.
- Recognised teaching qualifications and NESA accreditation essential.
- Active participation in the life of the Catholic Church.
- Demonstrated understanding of Catholic theology, spirituality, liturgy and contemporary faith formation.
- Strong knowledge of the Brigidine charism and Kildare Ministries values, or the capacity to develop this understanding.

- Proven ability to lead and inspire faith, mission and formation initiatives across a school community.
- Exceptional interpersonal, communication and relationship-building skills.
- Demonstrated capacity to work collaboratively with students, staff, families, parishes and external agencies.
- Strong organisational and strategic leadership skills.
- Experience in leading retreats, liturgies, formation and social justice programs.
- Commitment to ongoing professional learning and spiritual formation.

Qualifications

- Appropriate tertiary qualifications in Education.
- Postgraduate qualifications in Theology, Religious Education, Catholic Leadership or a related field are highly regarded.
- Current Working with Children Check and compliance with all safeguarding requirements.

I, {Enter Name} have read and agree to the requirements of this position description.

Signature of Employee

Date

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