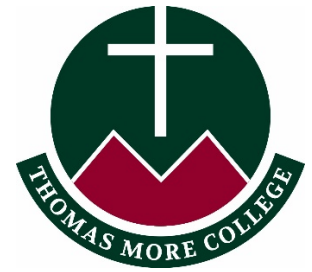


THOMAS MORE COLLEGE

Position Information Document



LEADER OF RELIGIOUS EDUCATION & MISSION (POR 2)

Overview

The Leader of Religious Education & Mission's (LRM) primary role is to lead culture and practices of learning, and the management of significant mission projects across the College. This is an exciting new role which contributes to the leadership of the Religious dimension of the College, through working closely with the APRIM (Assistant Principal Religious Identity and Mission).

The role encompasses leading the Religious Education Learning Area through the application of the Schoolwide Pedagogy and leading a team of teachers in contemporary and future-focussed elements of Teaching and Learning.

The LRM is responsible for leading innovation within their teaching team through planning, data, reflection and excellence. In doing so, they will maintain a key working relationship with one of the Leadership and Learning Coaches.

The LRM is also responsible for developing and supporting innovative outreach and mission projects, including but not limited to, ATSI and Refugee student support programs, student retreats and Youth Ministry experiences.

1. Overarching Areas of Work

The Leader of Religious Education and Mission will:

- Lead a Religious Education Teaching Team in the application of the Schoolwide Pedagogy
- Where appropriate, use research and data from the learning areas through College, CESA and external data, to plan for and react to emerging issues of innovation and excellence
- Understand and apply Restorative Practices as a basis for key relationships between teachers and students

- Manage, and innovate, learning design, assessment, and integration with SEQTA.
- Apply assessment practices to a Teaching and Learning Team through a cycle of planning, assessment, moderation, reflection and forward planning for Teaching and Learning.
- Lead discussions and practices around learning entitlement of students within a Learning Area.
- Manage the Religious Education Curriculum (Crossways and SACE).
- Develop and management of Outreach and Mission Projects.
- Develop and management of Youth Ministry opportunities.

These roles are in addition to the role of a teacher as defined in the TMC Teacher PID. The role will also emerge and encompass any other duties as designated by the Principal (within reason).

2. **Specific Areas of Work**

Leadership of Religious Education

- Support Learning Area staff in understanding and implementing the principles of the Schoolwide Pedagogy within their classroom.
- Promote structures for teachers to collaboratively plan, review and assess the curriculum, share best practice, analyse student work and participate in group moderation of standards across the College.
- Support staff in the ongoing development of contemporary learning opportunities for students in curriculum and pedagogical design.
- Support staff in developing practices that build student agency and develop towards our goal of the Thomas More *T-Shaped Graduate*, integrating a focus on the capabilities and learner behaviours as integral to the classroom learning process.
- Support Learning Area staff as needed with matters relating to course design, assessment and reporting, resources, excursions and incursions.
- Work with the Learning Enrichment Team to support Learning Area staff in providing for the needs of all learners within the classroom.
- Promote a culture of teacher reflection, action, collaboration and teamwork that results in early intervention to support students.
- Provide teachers with constructive feedback about Teaching and Learning.
- Support teachers with high quality, ongoing professional learning, and the development of a schoolwide culture of continuous improvement in Teaching and Learning.

Leadership of Mission

- Leadership of and assistance in planning and running the reengagement “Impact Program” for disengaged students.
- Case management of students involved in the reengagement “Impact Program”.
- Build positive connections with key stakeholders within the leadership of the “Impact Program”.
- Other opportunities as the role develops.

Administrative

- Develop, monitor and manage curriculum documentation on SEQTA and curriculum documentation within Teams.
- Facilitate the collaborative development of exams and common assessments with the Learning Area, including quality assurance.

- Quality assurance of teaching programs against the Australian Curriculum, Crossways and the SACE.
- Develop, submit and manage a budget for the Learning Area.
- Event organisation.
- Offer subject specific support to the Assistant Principals for Subject Expos, information evenings, etc.
- Monitor equipment, resources and facilities particular to the Learning Area.
- Direction of ESO support (if provided).

3. Key Working Relationships and Teams

- Assistant Principal – Religious Identity & Mission (line manager)
- Social Justice Leader
- Leadership and Learning Coaches
- Leaders of Learning
- Religious Education Team.

4. Conditions and Time Allowance

- This position is offered as a POR 2 role in accordance with the South Australian Catholic Schools Enterprise Agreement 2020
- This position is initially offered for a 3-year period
- This position will attract approximately 360 minutes of non-contact time with due consideration given to the composition and number of classes in teaching load.

5. Work Health and Safety Requirements

This role is deemed to be a Worker under the South Australian Work Health and Safety (WHS) Act 2012. As a Worker, while at work you must:

- Take reasonable care for your own health and safety
- Take reasonable care that your actions or omissions do not adversely affect the health and safety of other persons
- Comply, in so far as you are reasonably able to, with any reasonable instruction given by the employer
- Cooperate with any reasonable policy or procedure of the employer that is related to health and safety at the workplace that has been notified to workers.

Reference: Division 4, Section 28 – WHS Act 2012

Last revision: October 2022