



Social Justice Coordinator

Reports to:	Deputy Principal - Faith and Mission
POL Level	2
Time Allowance:	6 periods, per cycle (0.13)
Tenure:	2025 - 2027

Thomas Carr College is a dynamic Catholic learning community guided by our Gospel values. Our Catholic faith has a vital role to fulfil in the education of our students; it is at the very core of our purpose and identity. Each Thomas Carr College staff member bears witness to these values in their interactions with staff, students, families and the community.

This role description is written in light of the Mission and Vision Statements of the College. Our community is characterised by a strong set of values that underpin the way we live. We enact those values by respecting and honouring our collective heritage while looking with imagination to the future. All dimensions of life at the College, including the work of the Liturgy Leader, are aimed at supporting the growing, learning person: the young people whom the College serves.

All leaders at the College accept responsibility for working with staff teams, through collaborative leadership for growth, in the development of a positive school climate supporting high expectations and high levels of success for all students.

COMMITMENT TO FAITH

All positions at Thomas Carr College are based on the Christian model of servant leadership exemplified by Jesus Christ and given witness to by our founder Archbishop Thomas Carr. It is expected of all employed at Thomas Carr College that they:

- Accept and model the Catholic educational philosophy of the school.
- Develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work by their teaching and other work and by personal example, striving to help students to understand, accept and appreciate Catholic teaching and values.
- Comply with the accreditation policy of the CECV to teach in a Catholic school.

THOMAS CARR IS A CHILD SAFE SCHOOL

Thomas Carr College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our young people and their fundamental right to be respected and nurtured in a safe school environment. This commitment includes regular and appropriate learning opportunities in relation to child safety and young people's protection and wellbeing.

We also commit to listening to, and taking seriously, all concerns voiced by students, staff, parents and caregivers, volunteers, contractors and clergy. We commit to continuously reviewing and improving our systems to protect children from abuse.

Our commitment is drawn from and inherent in the teaching and mission of Jesus Christ, with love, justice and the sanctity of each human person at the heart of the Gospel.



OVERVIEW

The College embraces a learning culture where excellence in the spiritual, academic, cultural and co-curricular areas is encouraged, recognised and celebrated. Relationships are the cornerstone of learning at Thomas Carr College and are central to the community's wellbeing.

The Social Justice Coordinator provides assistance to the Deputy Principal: Faith and Mission and Mission Immersion Leader in leading the College in all aspects of faith formation and catholic identity. They champion our College virtues as they provide opportunities for staff, students and the broader community to continually build their relationship with Christ.

The Social Justice Coordinator is primarily responsible for developing a coordinated and strategic approach to social justice and mission activities within the College and in the broader community. Enhancing the Catholic Identity of the College through coordinating the Environmental Action Team, supporting the Fire Carrier and faith experiences such as Liturgy, Prayer and Spiritual Development. They take an active and collaborative role as a member of the Faith and Mission Team in leading, promoting, supporting, enhancing and evaluating processes for reflection, prayer and liturgical celebrations.

The Social Justice Coordinator is a member of the Faith and Mission Team and reports to the Deputy Principal – Faith and Mission.

KEY RESPONSIBILITIES

LEADING THE SOCIAL JUSTICE LIFE OF THE COLLEGE:

- Collaborate with the Deputy Principal – Faith and Mission in developing and strengthening a coordinated and strategic approach to social justice and mission activities within the College and the broader community.
- Take an active role within the Faith and Mission Team.
- Establish and maintain Student Social Justice Captains and a Social Justice team.
- Work with and lead the Social Justice Captains to oversee social justice activities within the College.
- Establish and maintain the Environmental Action Captains and an Environmental Action Team.
- Work with and lead the Environmental Action Team Captains to oversee environmental sustainability activities within the College.
- Facilitate the Social Justice meetings and Environmental Action Team meetings that foster a positive and collaborative team environment of students and staff engagement to ensure meeting protocols are followed.
- Provide minutes of the Social Justice meetings and the Environmental Action Team meetings to the Deputy Principal Faith and Mission.
- Support the Catholic Earthcare program, Fire Carriers and Reconciliation Action Plans.
- Develop activities to educate and activate social justice and environmental sustainability awareness for the College.
- Engage with student leaders to coordinate social justice events such as the Winter Sleep Out.
- Oversee and establish links with local community organisations and local parishes which contribute to the College Social Justice vision.
- Maintain records of student involvement in Social Justice activities for commendations.
- Be responsible for all administrative tasks related to Social Justice and Environmental Action.



- Work towards providing opportunities for student involvement in other faith experiences in the broader church community.
- Work with the College Student Leaders Fire Carriers in preparing and supporting them in their leadership.
- Report regularly on, Social Justice and Environmental Action activities to the Faith and Mission team.
- Set annual goals for the following year for all Social Justice activities and Environmental Action events.

TEAM ENGAGEMENT:

- Member of the Faith and Mission Team
- Chair of the Liturgy Team.

Through mutual agreement some variation in the specified responsibilities may take place during the term of appointment as a part of a normal process of ongoing evaluation of the College's operations.

All employees at Thomas Carr College are to follow College policies and procedures, including the Occupational Health and Safety Act 2004, the Equal Opportunity Act and CECV Commitment Statement to Child Safety.

ATTRIBUTES

1. A firm belief in and commitment to the Mission and Vision of the College and an ability to articulate and promote these.
2. Demonstrated ability to work in a collaborative environment skilled at developing sustained relationships with staff, students and parents.
3. A clear vision for Catholic faith identity within our contemporary society.
4. Demonstrated ability to develop and lead within a learning environment that enables the pursuit of excellence, including planning, implementation and evaluation.
5. Proven commitment to ongoing growth as a leader and teacher.
6. Demonstrated excellence in the use of digital technologies in an educational setting.
7. Excellent communication, administrative and organisational skills.

QUALIFICATIONS

- Appropriate tertiary qualifications
- VIT Registration
- CECV Accreditation to Teach in a Catholic School (or working towards)

Thomas Carr College is an equal opportunity employer that promotes the safety, wellbeing and inclusion of all children.