



Religious Education Coordinator 7-12

POR 1

Position Information Document

Name:	
Position Title:	Religious Education Coordinator
Position Reporting to:	Principal / Deputy Principals
Tenure:	Fixed Term POR 1 – 0.1 Release time

Role Description

The Religious Education Coordinator 7-12 will be part of the Catholic Identity Team at St Mark's College and have leadership of the Religious Education Curriculum in Years 7-12. This role will liaise with the APRIM and the REC at the Benedict Campus to ensure consistency of approach in teaching, assessment, and reporting of RE. This position will attract appropriate release time in accordance with the Enterprise Agreement for Catholic schools, and leadership responsibilities will be combined with class teacher responsibilities.

Key Working Relationships

The Religious Education Coordinator will report to the Principal through the APRIM. Key working relationships include:

- APRIM
- Catholic Identity Team
- Senior and Middle Years Learning Leaders
- Teachers
- Students
- Parents and families
- CESA personnel

Key Areas of Work

Broadly, the Religious Education Coordinator will be responsible for:

- Leading teachers to develop, document and implement the Crossways Religious Education curriculum which reflects the belief that every child can learn and achieve success.
- Ensuring that high quality teaching, learning and assessment is derived from clear learning intentions with students enabled to achieve the highest standards.
- Ensuring that reporting of Religious Education is consistent with Crossways domains and standards.
- Ensuring that a social justice and sustainability focus is integrated into Religious Education.
- Working with teachers to implement contemporary and engaging pedagogical approaches to teaching RE.
- Contributing to the development of the Annual School Improvement Plan with a focus on engagement in RE and enhancing our Catholic identity.
- Ensuring that a 'working with' approach underpins all work with students and staff on the development and implementation of improvement strategies aligned with the Strategic Plan.

Specific Responsibilities

- Meet regularly with class teachers to lead and support curriculum implementation, pedagogical practice and high-quality assessment and reporting.
- Support the explicit teaching of literacy with the RE curriculum.
- Analyse achievement data in Religious Education to inform evaluation and improvement in the teaching of Religious Education.
- In conjunction with the APRIM, support the professional growth of teachers, particularly Early Career Teachers, who may be new to teaching Religious Education.
- Support teachers in implementing the Made in the Image of God (MITIOG) Program.
- Work with the Middle Years and Senior Years Leader of Learning to ensure evidence-based high impactful teaching practices are used in the teaching of RE.
- In conjunction with the APRIM, prepare and manage the budget for Religious Education and faith experiences in 7-12.
- Participate in professional learning to maintain currency in effective pedagogy and develop understanding of theology and Scripture.

Work, Health and Safety

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 27 and 28 WHS Act 2012

Specific Requirements

Acquire and Maintain

- Current South Australian Teachers Registration
- Approved Responding to Abuse and Neglect Training
- First Aid Training
- Teacher Accreditation in Catholic Education SA (Graduate Certificate of Catholic Education within five years of holding a permanent position with CESA)
- Specific qualifications and / or expertise in the designated curriculum and school management area.

Performance Review

- The employee must undertake performance review on an annual basis
- On the first anniversary of appointment and annually thereafter, consultation will occur between the employer and the employee to ensure that the Position Information Document is accurate.

Office Use Only			
This Position Information Document accurately reflects the duties, skills and requirements of the position.			
Signed (Principal)		Date:	
Signed (Employee)		Date:	
First Performance Review		Date:	
Annual Performance Review		Date:	
Annual Performance Review		Date:	
Annual Performance Review		Date:	
Annual Performance Review		Date:	
Graduate Certificate in Catholic Education Completion		Date:	