

Year 9 Community Project Coordinator Role Description

Catholic College Sale, in the Marist and Sion traditions, fosters a Catholic and Mission focused environment that encourages all learners to strive for excellence and to grow in their potential. In this context teacher leaders strive to provide technical, human, educational, symbolic and cultural leadership, which is student centred and which facilitates the development of each student's potential in an environment of trust, excellence and best practice.

Teacher leaders commit to building a reflective, collaborative and cooperative culture which engages the hearts and minds of every student every day. As a leader within the Catholic College Sale community we believe that effective learning in our Catholic context is built on engagement, growth and excellence, always centred on the whole person.

The Year 9 Community Project Coordinator will facilitate and coordinate the Year 9 Community Project. This will require collaboration with Catholic College Sale teachers and leaders as well as external community contacts and providers.

The Year 9 Community Project Coordinator is appointed by the Principal and is responsible to the Principal and Deputy Principals. He/she works collaboratively with the Director of Engagement Years 7-9, and Learning Leaders as appropriate, to provide the best Year 9 Community Project experience for each Year 9 student. The Year 9 Community Project Coordinator is accountable to the Principal via the Assistant Principal - Learning and Teaching.

The Year 9 Community Project Co-ordinator will, in partnership with the College Leadership Team, lead the development of a College culture that provides for the spiritual, intellectual, emotional and physical growth of each student and:

- Commits to Catholic College Sale Strategic Directions.
- Endorses a leadership culture of respect, collaboration and continuous improvement.
- Promotes wellbeing through learning.
- Strives for continual improvement for all, through personal, professional and leadership goals that commit to the processes of student growth and development.
- Is welcoming of change and innovation.
- Supports best practice in student learning and wellbeing.
- Endorses a school spirit and identity that builds student connectedness and sense of their own gifts and pathways.
- Facilitates the implementation of holistic learning practices for students and teachers.
- Facilitates the development of a learning culture that is flexible, adaptable, learner-centred and focused on the individual student growth.
- Engages in ongoing professional learning that will promote a culture that supports a learning environment where students are challenged and engaged.
- Builds positive and ongoing relationships and partnerships with parents/carers.

Team Structure:

The Year 9 Community Project Coordinator will work collaboratively with the Director of Engagement Years 7-9 and College leaders as appropriate to the needs of the program.

Specific Responsibilities:

The Year 9 Community Project Coordinator will lead the development and provision of the Year 9 Community Project. The Year 9 Community Project will strive for a learning culture that is flexible, adaptable, learner-centred and provides for individual needs of the Year 9 student cohort.

The Year 9 Community Project Coordinator is responsible for:

- The vision and practical implementation of the Year 9 Community Project.
- Communication and liaison with CCS leadership and Sale community contacts in the development and provision of this learning experience for all Year 9 students.
- Regular and transparent communication to parents in relation to the Year 9 Community Project.
- Publication and dissemination of student successes to the wider CCS Community.
- Developing student leadership opportunities within the project.
- Risk assessments and Child Safety Protocols in the development of all activities.
- Liaise with external community providers to give new opportunities for CCS students.
- Coordinate staff to ensure students are committed to a community based project.
- Other duties as requested by the Principal from time to time.

Professional Responsibilities and Accountability:

The role Year 9 Community Project Coordinator at Catholic College Sale is expected to:

- Reflect and nurture the Vision of the College in the course of their work.
- Commit to and provide Christian leadership through vision, service and example.
- Energise staff, students and parents through the development of quality relationships and the fostering of community.
- Promote a culture of ongoing improvement.
- Ensure all leadership decisions are implemented in a professional and equitable manner.
- Ensure the role is carried out in a responsible and ethical manner.
- Present consistently and effectively as a role model for others.
- Ensures ongoing familiarity and commitment to College and Diocesan Policies.
- Ensures exemplary commitment to all Child Safe Policies and Protocols.

Classification:

POL: 1

Time Allowance: 4 periods per cycle.

Tenure: 2021-2023

Review: 2021

Please note: this role description will remain draft for 2021 to ensure the clarity of role and purpose moving forward. All POLs are appointed for a period of 3 years, with a formative leadership review undertaken at the end of Year 1 of the appointment.