

Director of Engagement Years 10-12 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 Director of Engagement Years 10-12 has oversight of Years 10-12 student learning engagement and wellbeing. The Director of Engagement Years 10-12 is appointed by the Principal and is responsible to the Principal and Deputy Principals. He/she works collaboratively with House Leaders and the Director of Engagement Years 7-9 to provide the best outcomes for each student.

The Director of Engagement Years 10-12 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 across Years 10-12 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 belonging.
- Seeks opportunity to identify and support the building of student leadership.
- Contributes collaboration between the Learning and Wellbeing Development Teams.
- 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 Director of Engagement Years 10-12 operates with Learning and Wellbeing Development teams and Middle Leaders across the College.

Specific Responsibilities:

The Director of Engagement Years 10-12 will provide leadership, communication and coordination of appropriate strategies, pathways and programs to maximise Years 10-12 student learning and wellbeing. The Director of Engagement Years 10-12 will lead and collaborate with VCE/VET/ VCAL, Pathways, House and Learning Leaders and others as appropriate to ensure the most effective outcomes for every student.

The Director of Engagement Years 10-12 is responsible for:

- Monitoring and facilitating the progress of each student; developing processes and procedures which utilise data for student learning successes. This will require working collaboratively with the Principal, Deputy Principals, Subject and Pastoral Teachers.
- Providing leadership which ensures the ongoing learning engagement and pathways for each student in Years 10-12.
- Leading and supporting appropriate learning pathways for all students in Years 10-12.
- Presence and availability in Pastoral Group time.
- Build ongoing relationships of understanding and engagement with students, parents/carers and teachers.
- Regular communication with Learning Adjustment Leaders, College Counsellors and specialised senior school leaders to ensure the appropriate support and management of all students.
- Timely and effective parent/carer contact and communication.
- Attendance at Wellbeing Development Team, Learning Development Team and College Leadership Team meetings.
- Regular communication and meetings with Principal and Deputy Principals.
- Liaison with Learning Leader/s regarding student learning and pathway opportunities.
- In conjunction with the Deputy Principals, take particular responsibility for specified Year Level Camp.
- Attendance at selected College activities to build student relationships across Years 10-12.
- To ensure that a comprehensive case management approach is implemented in relation to individual student management and care as the need arises including Personal Learning Plans.
- Has a sound knowledge and understanding of Senior Studies assessment requirements (VCE/VCAL/VET)
- The induction of new students, in collaboration with the House Leader, on their entry to the College.

- Other duties as requested by the Principal from time to time.

Professional Responsibilities and Accountability:

The role of the Director of Engagement Years 10- 12 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/carers 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: 4

Time Allowance: 16 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.