



**EDMUND RICE EDUCATION  
AUSTRALIA**

## **Education Officer – Formation Trustees of Edmund Rice Education Australia (TEREA)**

Melbourne

### **ABOUT US:**

The Trustees of Edmund Rice Education Australia (TEREA) are responsible for ensuring the continuation of the Charism of Blessed Edmund Rice in the educational mission of the Catholic church and leading the collaborative development and implementation of TEREA's strategic directions, including the alignment of vision and purpose across all TEREA entities.

As part of the national TEREA network of schools, the work of the organisation is defined and directed by *The Charter for Catholic Schools in the Edmund Rice Tradition: Gospel Spirituality, Liberating Education, Inclusive Community and Justice and Solidarity*.

### **ABOUT THE ROLE:**

An exciting opportunity exists for an experienced and motivated educational (or associated field) leader to join our National Team, commencing in March 2024. The position is based in Melbourne, VIC. As Education Officer - Formation, you will be responsible for the development and implementation of formation programs and collaborative communities of practice which animate the TEREA Charter and promote a liberating education, based on a gospel spirituality, within an inclusive community, committed to justice and solidarity.

This role supports the development and implementation of formation, leadership, reconciliation, global engagement, justice and peace, and liberating practice initiatives, developing and facilitating processes which are collaborative, reflective and empowering.

A hybrid working model is available under our Flexible Work Arrangements Policy. Travel is an essential component of this role and it is expected that you will travel approximately 25% of the time to all states and territories. Flexible hours will also be required for planning or delivery of formation programs and meetings.

The key responsibilities include:

- Support the work led by the National Director – Mission Strategy in promoting the Catholic Church's mission in education through the Strategic Directions of TEREA.
- Co-design and co-facilitate the suite of TEREA National and Regional Formation programs in alignment with the *Good Seed Will Grow Formation Framework* and the *TEREA Formation Design*
- Provide advice and information to governing bodies, to deepen their understanding of TEREA as a contemporary expression of the charism of Edmund Rice, as articulated through the Touchstones
- Contribute to the formation, professional learning and leadership development of TEREA school staff and TEREA National Office staff in consultation with governing bodies
- Coordinate the Identity Network community of practice including regional and national gatherings and an online collaborative space
- Facilitate formation experiences for the TEREA Associate Schools network
- Contribute to the design and delivery, understanding and enactment of the *TEREA Learning Statement: Implementing Liberating Practice*

- Develop resources and materials to support engagement with *The Charter*, formation, learning, reconciliation, global engagement and justice and peace
- Lead and facilitate experiences of prayer, liturgy, spiritual reflection and service which foster a culture of faith, deep listening, solidarity, respect and community for the National Team and Governing Body staff by agreement
- Through the work of collaborative teams, facilitate EREA's Formation, Reconciliation, Global Engagement, Liberating Practice and Justice and Peace education initiatives

Please see the Position Description for further details about the role.

#### **ABOUT YOU:**

To succeed in the role you will have:

- A commitment to promoting the teachings of the Catholic Church including through active participation in the life of the Church
- Deep understanding of the story of Edmund Rice and the Christian Brothers and a commitment to a contemporary understanding of the Edmund Rice charism
- Tertiary qualification in Education or other relevant field
- Post graduate qualification in Educational Leadership, Theology (preferred), Religious Education (preferred)
- Senior management experience in the area of faith, mission and identity
- Extensive experience in teaching, leading teams, designing and facilitating formation experiences and professional learning
- A collegial work style characterised by collaboration, accessibility, resilience and results oriented
- High level communication and interpersonal skills including public speaking and presentation
- Excellent organisation, time management and project management skills
- High level of skill and experience in the use of digital engagement and communication tools
- Availability for interstate travel and flexible working hours as required for planning or delivery of formation programs and meetings

#### **WHAT WE OFFER:**

Our people are our most valuable asset in providing a quality Catholic education in the Edmund Rice tradition to the young people in our schools. As an EREA employee, you will receive:

- Attractive remuneration + enhanced superannuation scheme + salary packaging options
- Additional paid leave provisions, including a week of ex-gratia leave in December, Birthday leave and other
- Employee Assistance Program (EAP)
- Free annual influenza vaccination
- Hybrid working arrangement
- Connection to a national and global network of Catholic education in the Edmund Rice tradition

**HOW TO APPLY:**

To apply for this position, email the following by 5pm, Tuesday 20 February 2024 to [recruitment@erea.edu.au](mailto:recruitment@erea.edu.au)

To support your application, you will be required to provide a current CV and Cover Letter (2 pages max) highlighting your qualifications, experience and suitability for the role.

For further information, please contact Jo Hart, Director of Formation and Culture at (03) 9426 3214 or [recruitment@erea.edu.au](mailto:recruitment@erea.edu.au).

**APPLICATIONS CLOSE TUESDAY 20 FEBRUARY 2024.**

*The successful applicant must possess (or be eligible to obtain) and maintain a current Working With Children Check.*

*All applicants will be subject to EREA and legislative screening procedures. These checks are consistent with EREA's commitment to child protection policies and procedures.*

*Edmund Rice Education Australia is committed to ensuring the safety, wellbeing and dignity of all children and young people.*

*Aboriginal and Torres Strait Islander people are encouraged to apply.*

*Edmund Rice Education Australia is an Equal Opportunity Employer.*