



## **PURPOSE OF THE POSITION**

The position of APRE acknowledges the important and distinctive place of religious education and faith development within Catholic schools. It is to assist with this particular aspect of the Principal's leadership role that the role of APRE has been created. The APRE focuses on providing leadership in religious education, including the religious life of the school and the teaching of Religion, according to Catholic Education policies and practices.

## **STATEMENT OF RESPONSIBILITY**

The Principal provides leadership and exercises prudential stewardship of the Catholic School. The APRE, as a member of the Leadership Team, has a leadership role within the school community. The APRE provides general leadership in support of the Principal in the achievement of the acknowledged mission and goals of the school community. Additionally the APRE provides specific leadership in those areas delegated by the Principal as designated in the APRE's duty statement. The leadership and direction provided by the APRE will be consistent with:

- The life and teachings of Jesus Christ;
- Catholic church teachings, principles and virtues;
- The Charter for Catholic Education in the Diocese of Rockhampton;
- The Mission and Vision Statements for Catholic Education in the Diocese of Rockhampton;
- Catholic Education policies, practices and directives for the Diocese of Rockhampton; and
- Strategic Plans for Catholic Education in the Diocese of Rockhampton.

## **LEADERSHIP REQUIREMENTS<sup>1</sup>**

### **VISION AND VIRTUES**

The APRE assists in the development of the vision for the school which is based on a clear moral purpose and is committed to the learning and holistic growth of young people and adults. Within the Catholic School, 'the theological virtues of Faith, Hope and Love provide the foundation and energising force of this moral purpose and give life to the cardinal virtues of Prudence, Justice, Fortitude and Temperance'<sup>2</sup> so necessary in Christian leadership.

### **KNOWLEDGE AND UNDERSTANDING**

The APRE is knowledgeable about the latest research and insights in faith development, spirituality, pedagogy, curriculum, assessment and student wellbeing. The APRE also understands the practice and theory of contemporary leadership and applies that knowledge in assisting with school improvement.

### **SOCIAL AND INTERPERSONAL SKILLS**

The APRE models Christian behaviour and aims to build trust across the school community and create a positive learning atmosphere for students and staff. He/she regularly reviews his/her practice and implements change in leadership and management approaches to suit the situation as is required.

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<sup>1</sup> AITSL (Australian Institute for Teaching and School Leadership, *Australian Professional Standards for Principals*, July 2011

<sup>2</sup> *Compendium of the Catechism of the Catholic Church*, #384



### **PROFESSIONAL PRACTICES<sup>3</sup>**

Under each of the following areas is a range of activities in which the APRE may engage while assisting the Principal. The list is neither prescriptive nor exhaustive. The degree to which the role holder engages in these activities and others delegated by the Principal will depend on the size and nature of the school and the release time allocated for the position. Some of these activities may not apply to an APRE. An Individual duty statement from the school/college can accompany this Role Description and provide more specific guidance.

#### **PROMOTING CATHOLIC ETHOS AND IDENTITY**

- Assists the Principal, through personal example and shared responsibility, to provide religious leadership and to foster the religious life of the school
- Fosters the Catholic ethos and identity of the school community, integrating Catholic beliefs and values into all facets of school life and learning
- Promotes appropriate involvement in the parish community
- Nurtures partnerships with relevant Church agencies
- Is actively involved in a parish
- Supports pastoral care structures to build a positive culture within the school community
- Provides opportunities for staff spiritual and theological formation
- Facilitates opportunities for Christian community service and social justice activities
- Promotes a preferential option for the poor and marginalised
- Gives appropriate priority and focus to Student Protection practices
- Coordinates effectively liturgies, rituals, worship and prayer within the school/college

#### **LEADING TEACHING AND LEARNING**

- Supports and promotes a contemporary Catholic educational vision with a focus on the student as a person and a learner
- Promotes high quality teaching and learning of Religion
- Supervises assessment, reporting and evaluation processes in Religion
- Promotes the integration of Catholic Social teaching across the curriculum
- Promotes collective responsibility for student achievement and wellbeing

#### **DEVELOPING SELF AND OTHERS**

- Works in close collaboration with other Leadership Team members to form an effective team
- Engages in ongoing learning and spiritual formation
- Supports professional development opportunities for staff
- Reviews goals regularly

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<sup>3</sup> AITSL (Australian Institute for Teaching and School Leadership, *Australian Professional Standards for Principals*, July 2011)



**LEADING IMPROVEMENT, INNOVATION AND CHANGE**

- Works with the Principal and Leadership Team in formulating, implementing and reviewing the School's strategic directions, providing a particular focus on the Catholic ethos and identity of the school
- Accepts responsibility for specific tasks associated with school improvement processes
- Supports a culture of reflection, review and improvement

**LEADING THE MANAGEMENT OF THE SCHOOL**

- Assists in complying with relevant legislative and Catholic Education policies and processes.
- Develops and manages the Religious Education budget effectively
- Exercises a significant role in effective communication at the school/college
- Assists in the enrolment process in line with appropriate policy and resources
- Deputises for the principal or other members of the Leadership Team as required

**ENGAGING AND WORKING WITH THE COMMUNITY**

- Maintains an appropriate presence at school occasions and functions
- Assists with communication with the local parish
- Encourages the involvement of parents in the sacramental life of their children
- Communicates effectively and resolves issues in a positive manner

**AUTHORITY LIMITS**

Full authority to act within the role and enact the duties as outlined above is delegated by the Principal.

**REPORTING AND OTHER RELATIONSHIPS**

The APRE is responsible to the Director through the Principal.

Significant relationships also exist with relevant Assistant Directors and other senior staff of the Catholic Education Office.