



ST LAURENCE'S COLLEGE

CANDIDATE INFORMATION PACK

COLLEGE PRINCIPAL



**EDMUND RICE EDUCATION
AUSTRALIA**
Colleges Ltd

ST LAURENCE'S COLLEGE

St Laurence's College (known colloquially as Lauries) is an independent Catholic primary and secondary school for boys, located in South Brisbane, Queensland. Founded by the Congregation of Christian Brothers in 1915, the school is a member of Edmund Rice Education Australia Colleges.

As of July 2024, the College has over 2,000 students from Year 5 to Year 12 and is affiliated with the Associated Independent Colleges (AIC) Sporting Association. Summoned by the call of St Laurence's College motto, *facere et docere: To do and to teach*, the College strives to implement the Charter for Catholic Schools in the Edmund Rice Tradition so that it is the 'lived reality' in the community.

VISION

The St Laurence's College Vision is to be an authentic, dynamic, relational Catholic educational community. The College fosters an authentic Catholic community that celebrates and reflects Edmund Rice's vision of Presence, Compassion and Liberation by 'acting justly, loving tenderly and walking humbly with God' (Micah 6:8). Lauries' dynamic, inclusive educational community for boys and young men maximises their potential to be active contributors to an ever-changing society.

MISSION

St Laurence's College, through nurturing respectful relationships, aims to:

- Foster Christian faith, personal worth and belonging through spiritual growth, reconciliation, compassion and generosity
- Educate boys and young men holistically in spiritual, moral, intellectual, emotional, physical, cultural and social dimensions of life
- Provide a safe and sustainable environment in which St Laurence's College boys and young men learn and live
- Inspire all to live lives of service, especially to those less fortunate, both locally and globally.

STRATEGIC PLAN 2024-2026

It is the collective ambition of the College to work in partnership with the community to promote and develop student and staff excellence within a sustainable and innovative learning environment. The Strategic Plan for 2024-2026 provides the guiding principles to ensure the actualisation of this vision to place each student's personal and academic aspiration at the centre of all Lauries does.

A photograph of four young men in school uniforms standing on a brick balcony. They are looking upwards and smiling. The balcony has a white decorative railing. The building is made of red brick and has a brown gutter. The sky is blue with some clouds.

TO LEARN MORE ABOUT ST LAURENCE'S COLLEGE

St Laurence's College website - [CLICK HERE](#)

St Laurence's College Master Plan - [CLICK HERE](#)

St Laurence's College Strategic Plan 2024 - 2026 - [CLICK HERE](#)

St Laurence's College Newsletter - [CLICK HERE](#)

St Laurence's College 2023 Annual Report - [CLICK HERE](#)

St Laurence's College Policies and Reports - [CLICK HERE](#)

POSITION DESCRIPTION

DATE - July 2024

POSITION TITLE - Principal, St Laurence's College, Brisbane

RESPONSIBLE TO - Regional Director of Education - QLD/ACT/TAS

DUTIES AND RESPONSIBILITIES OF THE PRINCIPAL

Principals of EREA Colleges within Queensland, South Australia, Tasmania, and Western Australia are employed by EREA Colleges Ltd. It is a key role within the organisation and requires diversity and flexibility in order to undertake the duties and responsibilities associated with the position.

The Principal is responsible for:

Identity Leadership by

- Giving witness to the faith life of the Catholic Church
- Providing spiritual, religious and theological leadership for the school community
- Articulating the values, vision and mission of the College and EREA
- Ensuring the safety of children by establishing and implementing child protection safeguarding preventative procedures according to annually reviewed, locally developed, contextually appropriate policies that are consistent with EREA and relevant state/territory legislation
- Promoting a child safe culture and environment in accordance with the requirements of relevant state/territory legislation
- Providing appropriate opportunities for formation programs for staff
- Integrating the Charter for Catholic Schools in the Edmund Rice Tradition and its Touchstones in the life of the College
- Developing a school culture of rituals and practices which reflect being a Catholic school in the Edmund Rice Tradition
- Promoting the rich heritage of the Christian Brothers in Australia
- Making provision for the implementation of the Religious Education requirements of the (Diocesan) Bishops
- Advocating for the poor and marginalised in accord with the Strategic Direction of EREA.

Educational Leadership by

- Providing leadership in the development of a school-based curriculum which promotes the holistic development of young people
- Enabling effective teaching that promotes lifelong learners
- Ensuring a safe and inclusive place of learning for all young people with particular attention given to those with specific learning needs
- Providing regular feedback to the School Advisory Council and broader College community on educational outcomes based on an explicit improvement agenda informed by evidence, feedback and data

- Promoting a culture of learning and continuous improvement amongst staff through appropriate professional development
- Establishing high expectations for staff in relation to child safety, the EREA Code of Conduct, pedagogy, assessment and reporting
- Implementing a curriculum which integrates the Charter for Catholic Schools in the Edmund Rice Tradition and its Touchstones in the life of the College
- Ensuring that the College complies with statutory requirements and relevant state/territory legislation in regard to the delivery of the curriculum
- Being actively involved in appropriate professional associations and other external bodies;
- Collaborating with parents and carers in the educational wellbeing of young people
- Demonstrating opportunities for students to be engaged in the development of their learning journey.

Community Leadership by

- Demonstrating a strong commitment to child safety by modelling and reinforcing attitudes and behaviours that value and respect all children and young people
- Safeguarding exemplary child safe standards and practices in accordance with relevant state/territory legislation
- Nurturing a culture of collaboration, team and co-creation
- Ensuring parents, carers and relevant communities participate in decision making processes that affect the safety and wellbeing of the children and young people in the school
- Providing for appropriate care of staff
- Upholding the school's duty of care of all young people
- Ensuring the highest standards of a child safe institution
- Promoting and maintaining a quality learning and teaching environment underpinned by high expectations of behaviour and positive relationships in the College community
- Inducting and providing ongoing training for staff in the areas of:
 - The EREA Code of Conduct
 - Child safe practices in accordance with relevant state/territory legislation
 - Best practice in pedagogy
 - Spiritual and faith formation
 - Capacity building and mentoring
 - Workplace health and safety
 - Relevant compliance training; and
 - Engaging parents and carers as active members of the school community.

Administrative Leadership by

- Ensuring the school actively engages in annual attestation of all relevant State/Territory and Commonwealth regulatory requirements
- Managing school finances in accordance with the College's Strategic Directions and Priorities and the annual budget within EREA frameworks
- Providing a vision in the development, implementation and review of the College's Strategic Plan and Priorities, Master Plan and Business Continuity Plan

- Appointing and terminating staff (exclusive of the Deputy Principal and Business Manager however so named) in accord with applicable industrial agreements
- Ensuring all staff, relevant volunteers, and contractors receive induction and ongoing training and refresher training in child safety and wellbeing in accordance with the requirements of relevant state/territory legislation
- Planning and providing, with the School Advisory Council, facilities best suited to the pastoral and learning needs of young people
- Ensuring compliance with the EREA Child Safeguarding Standards which are in compliance with the recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse and the National Catholic Safeguarding Standards
- Ensuring all relevant state/territory legislative requirements and obligations regarding reportable conduct and mandatory reporting are strictly adhered to
- Securing and maintaining College property
- Ensuring compliance with all relevant EREA specific policies
- Ensuring compliance with EREA's Risk Management Framework
- Admitting young people accordance with the enrolment policy of the College and the EREA Student Inclusion policy
- Keeping parents and carers regularly informed of student progress and College events
- Seeking ways to keep the local community engaged with the College
- Working co-operatively with the School Advisory Council
- Working co-operatively with EREA both nationally and regionally
- Working co-operatively with local and Catholic Education Commissions and Offices.

KEY SELECTION CRITERIA

In the selection of a Principal, Edmund Rice Education Australia Colleges Ltd is seeking to appoint an educator and administrator of the highest calibre who is called to serve and utilise their gifts in bringing to life the mission of our Church through Catholic education in the Edmund Rice tradition.

Essential Criteria

The successful applicant will:

- Be able to demonstrate an understanding of the charism of Blessed Edmund Rice as articulated in the Charter for Catholic Schools in the Edmund Rice Tradition
- Have a minimum of five years teaching experience in a Catholic school
- Have relevant teaching qualifications and post graduate qualifications in Education, Leadership, Religious Education or Theology
- Be able to demonstrate a high level of competency in the domains of leadership (as outlined in the Duties and Responsibilities/Role Description)
- Demonstrate an ability to authentically lead a Catholic community in the Edmund Rice tradition, as evidenced by a strong commitment to the teachings and values of the Catholic Church and EREA, leading the religious life of the school, and building a vibrant Catholic identity within the school community.

Desirable Criteria

The successful applicant will:

- Have successful experience in a leadership position at a senior level (e.g. Principal, Deputy Principal, College Dean, CEO, Senior Officer) in more than one educational setting
- Have a proven ability to work in a collaborative environment as the leader of a senior team
- Have experience in strategic and financial leadership in a school setting
- Have experience in working with School Boards/Advisory Councils
- Knowledge of Indigenous issues and culture.

CONDITIONS OF EMPLOYMENT

Remuneration

The remuneration package (in line with the EREA Colleges Framework for Remuneration) will include a base salary as per the guidelines for Queensland Principals; an EREA loading; an allowance for co-curricular responsibilities; motor vehicle allowance; and superannuation, along with the potential for a fully maintained employer provided motor vehicle under EREA guidelines

Tenure

A five-year Contract is offered with the potential opportunity for a further Contract.

Technology/Communication Provisions

The school will provide the Principal with a mobile phone and laptop computer in order to fulfil their duties. Such items remain the property of the school and should be adequately maintained by the Principal.

Salary Packaging

The Principal may enter a salary package arrangement, which will be in accordance with guidelines established by EREA Colleges Ltd. Southgate Salary Packaging Services, Paywise and Selectus are EREA's current providers.

Leave Entitlements

The Principal will have sick leave and long service leave entitlements equivalent to those offered to Catholic teachers by Award or Enterprise Agreement in Queensland.

Long Service Leave portability is covered under the Intrastate/Interstate Catholic schools portability agreement.

Sick leave is portable between EREA schools nationally and arrangements relevant to the state of Queensland.

Annual leave for the Principal may only be taken in school holiday time but the Principal needs to ensure that a minimum of four weeks is taken in each school year.

Professional Renewal Leave

Professional Renewal Leave shall be provided in accordance with policies and procedures adopted by the Employer. Ten weeks is available in each five-year Contract period subject to application approval by the Chief Executive Officer. It is expected that the Principal will undertake an approved cross-cultural immersion experience during the first Contract period, preferably in the third or fourth year.

APPLICATION PROCESS

Please address your application to the Regional Director of Education – QLD/ACT/TAS, EREA Colleges, Mr Peter Fullagar and email your application directly to ereacollegeshr@erea.edu.au.

Your application should include:

1. **Current Resume**
2. **Covering Letter**, outlining reasons for your interest in and suitability for the position (2 pages maximum)
3. **A Written Statement**, outlining your reflection on the four domains of leadership listed in the Duties & Responsibilities of the Principal (eg Identity, Educational, Community and Administrative) (5 pages maximum).

Shortlisted candidates will be required to provide three nominated Referees, including a Priest Referee.

For a confidential conversation about the role, please contact Mr Peter Fullagar, Regional Director of Education – QLD/ACT/TAS, on 0402 317 203 or peter.fullagar@erea.edu.au.

APPLICATIONS CLOSE 5pm, Sunday 21 July 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.



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