

POSITION DESCRIPTION



LEAD TEACHER

Ignatius Learning Centre

About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Our Vision

Building a Just Society

Our Mission

Standing in solidarity with those in need, expressing a faith that promotes justice.

Our Values

- Welcoming – forming strong, faithful relationships
- Discerning – being reflective and strategic in all we do
- Courageous – standing up boldly to effect change

Our Purpose

We work to build a just society where all people can live to their full potential – by partnering with community to support those most in need and working to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Position details

POSITION TITLE:	LEAD TEACHER
PROGRAM:	IGNATIUS LEARNING CENTRE
LOCATION:	RICHMOND
REPORTING RELATIONSHIPS:	This position reports directly to the DEPUTY PRINCIPAL
EFFECTIVE DATE:	January 2026

Position Purpose

- Qualifications in Social Work or Psychology and/or an appropriate teaching qualification, or equivalent are essential. Post-graduate level qualifications preferred.

Program Purpose

Ignatius Learning Centre.

The Ignatius Learning Centre is a Catholic Specialist Secondary School, established by the Jesuit Social Services in 2021. The Ignatius Learning Centre offers an education that fosters responsibility and transformation and engages young people who have had a severely disrupted education and are at significant risk of incarceration and/or further involvement with the youth justice system. We are guided by Jesuit Social Services Way of Working, Catholic Social Teachings and Ignatian Pedagogy Paradigm where a holistic education is a contributor to the building of a just society and one where students can experience success in a safe and supportive environment. The Ignatius Learning Centre will enable students to restore hope, experience a sense of belonging, flourish and reach their potential. In 2026, The Ignatius Learning Centre will enroll approximately 40 young men Richmond and 20 young men in Sunshine, aged 15 – 17, offering the Victorian Certificate of Education – Vocational Major (VCE-VM) and the Victorian Pathways Certificate (VPC) as the curriculum.

Duties of the position

- Lead Practitioner of teaching, student engagement and student participation within ILC.
- Demonstrate IPP aligned evidence-based approach that optimises learning for previously disengaged young people.
- Provide direct management of a small multi-disciplinary team that includes registered teachers.
- Provide consistent supervision for a small multi-disciplinary team.
- Actively participate in ILC Leadership Team.

Key Selection Criteria

1. Extensive teaching and school wellbeing experience, with demonstrated capacity to lead and sustain the Ignatius Learning Centre; experience teaching and supporting students with complex learning and support needs, is essential. Demonstrate IPP aligned evidence-based approach that optimises learning for previously disengaged young people.
2. Demonstrated capacity to lead, motivate and supervise a dedicated and talented team of professional teachers and related support staff, with leadership experience at schools, or within systems of schools, with students who exhibit complex learning and support needs.
3. Demonstrated capacity to work collaboratively with a senior leadership team to achieve organisational goals and to work closely with a wide variety of stakeholders.
4. Experience in establishing senior-level networks within education systems, government, community sectors and associated bodies to achieve change. Demonstrated experience in building strategic relationships with key stakeholders and experience in representing the organisation.
5. Understanding of and sympathy for the mission and ethos of Jesuit Social Services, and a demonstrated capacity to provide leadership in this dimension of the role.

Key Performance Indicators

- Behaviours and leadership approach which reflect, foster and uphold the organisation's vision, mission, values and culture.
- Active participation in School Leadership and Planning Meetings, as requested by the Principal.
- Enhanced learning and teaching outcomes for the young people enrolled at the Ignatius Learning Centre.
- Increase contribution to critical advocacy issues at state, interstate and federal levels, particularly in the context of education, training and employment models and solutions.
- Enhanced stakeholder development and management to achieve the above.

Key responsibilities of Jesuit Social Services Employees

Service delivery/ Practice Framework (program delivery roles)

- Engage and build positive and constructive relationships with internal and external stakeholders and program participants
- Deliver services consistent with program guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required

Service delivery/ Practice Framework (share services roles)

- Engage and build positive and constructive relationships with internal and external stakeholders
- Deliver services consistent with shared services guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Team work and supervision (program delivery)

- Work effectively as part of a team, contributing to group outputs and reflective practice
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Team work and supervision (shared services roles)

- Work effectively as part of a team, contributing to group outputs
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Continuous Improvement and Professional Standards

- Demonstrate a commitment to own learning and development
- Commitment to risk management and continuous quality improvement processes
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services

Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support to all including Aboriginal and Torres Strait Islander peoples and those who identify as LGBTQIA+
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory

Mandatory Position Requirements

- Current National and International (where required) Police Check
- Current Employee Working with Children Check
- Valid and current Australian Drivers Licence
- Proof of eligibility to work in Australia
- Current Victorian Institute of Teaching (VIT) registration

Safeguarding Children and Young People

Jesuit Social Services takes child protection seriously, we undertake a range of checks and processes to ensure safeguarding of children, and you are required to meet the behavior standard outlined in our Code of Conduct.

Conditions of Employment

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy & Procedures, including the Code of Conduct.

Employee Acknowledgement

I, _____ (please print name) acknowledge that I have read and understood the contents of this position description.

Employee Signature:

Date: _____

Position Description Approved by:
Principal

Position Description Review Date:
2 years from effective date

