

# **Role Description for Part-Time Lasallian Youth Minister**

## **De La Salle College, Malvern**

**2017**

### **DE LA SALLE BROTHERS**

The Brothers operate Catholic schools and other charitable institutions and activities globally. This position is with the Lasallian District of Australia, New Zealand, Pakistan and Papua New Guinea (ANZPPNG).

### **YOUTH MINISTRY CONTEXT**

This position exists to ensure the continuing development and support of youth ministry throughout De La Salle College, Malvern in line with the broader context of Young Lasallians activities within the District of ANZPPNG. There are currently 17 Youth Ministers in Lasallian schools in this District, as well as 4 members of the Young Lasallians Team who supervise and support the Youth Ministers and who coordinate District-wide initiatives.

### **ROLE DESCRIPTION**

Lasallian Youth Ministers are employees of Lasallian Mission Services and are responsible for animating the faith life of their base school and the individual faith development of the young people they meet, in accordance with the Lasallian tradition and in coordination with school staff. Their ministry is tailored to school culture and needs, with a focus on building relationships with students and providing a credible witness of faith.

### **ENVIRONMENT**

The Youth Minister will be based at a De La Salle College, Malvern. They will be provided a work-space in accordance with the school's availability. The Youth Minister's work will require them to move throughout the school, interacting with students and staff in the schoolyard, in classrooms, etc. Youth Ministry activities, such as school retreat and reflection days, may take place off-site. Finally, Youth Ministers will be asked to support regional Young Lasallians gatherings at both intra and inter-state locations as part of the District-wide Youth Ministry Team.

### **ACCOUNTABILITY AND REPORTING RELATIONSHIPS**

Within the school environment, the Youth Minister will report to Rana Brogan, Deputy Principal - Faith and Mission, and will be directed and supported by her in accordance with the school's policies and procedures and within the expectations of the role. The Youth Minister will have direction and supervision from the Young Lasallians Team for the District of Australia, New Zealand, Pakistan & Papua New Guinea in regards to District-wide policies, events, and initiatives.

### **RESPONSIBILITIES**

- Design, implement, and lead a Year 11 Lasallian Youth Leaders (LYL) program
- Attend the Year 12 Retreat (3 days 2 nights)
- Attend the Year 7-11 Reflection Days
- Work with and prepare students for College and Community Masses, House Liturgies, Ash Wednesday Services, etc.
- Support the Year 9 Lasallian Service Program
- Actively support and promote whole-College social justice initiatives, eg: MAD, charitable donation collections, Year 12 Ministry Options, etc.
- Interact with students and college student leaders to provide a positive Lasallian role model
- Work with students to actively promote engagement and participation in all student-based Lasallian initiatives
- Promote and organise for students to attend regional and District-level Young Lasallian events

- Engage former students and other Lasallians in retreats, reflection days, and other appropriate school and Lasallian events
- Promote post school Lasallian volunteering, eg: Volunteer La Salle Programs such as Share The Mission and short-term programs

#### EXPECTATIONS

- Maintain an employment register which tracks hours worked each week with a brief description of the activity
- Actively participate in Young Lasallian initiatives outside of school e.g. Lasallian Student Leadership Seminar, Camp La Salle, Lasallian Youth Gatherings, BASIC, etc.
- Ensure that the following current documents are lodged with the Assistant Director (Formation):
  - Working With Children Check
  - First Aid Certificate
  - Medical Form
- Complete induction, training and ongoing formation
- Provide the Lasallian Youth Ministry Coordinator with regular updates on their activities for publication on the District of ANZPPNG website and social media accounts

#### REVIEW

The Youth Minister will communicate regularly with their assigned supervisor at De La Salle College, Malvern and at Lasallian Mission Services to discuss aspects of the role and the progress of established goals. The Youth Minister will also present mid-year and end of year reports to their Lasallian Mission Services supervisor. Note: The employer reserves the right to vary this position description, after consulting with the employee, in response to changing needs.

#### CORE CAPABILITIES

- A demonstrated understanding of and commitment to the evangelising mission of the Catholic Church.
- Excellent interpersonal skills, with the ability to relate well to peers and youth.
- The ability to demonstrate core leadership attributes in engaging youth, peers and teams.
- Excellent written and verbal communication skills.
- General administration skills, including attention to detail, time management and the capacity to see tasks through to completion.
- Ability to work independently and as part of a team.
- Basic to intermediate multimedia skills.

#### SALARY AND CONDITIONS

School based Youth Ministers are contracted at a period of 12 months at salary based on an hourly rate of \$20.83. This position will be for 3-4 days per week (negotiable). The salary will depend on the number of days (8 hours per day) your agreed to during the school term. An additional 160 hours are required to be worked during school holiday times, including professional development and support of regional and District-level Young Lasallians programs.

#### POSITION REQUIREMENTS

- Current driver's license
- Working With Children Check
- First Aid Certification, or willingness to obtain such
- High School Diploma
- Tertiary Education (completed or ongoing) is preferred, especially in areas such as Theology/Religious Studies and Education