



St. Kevin's, Templestowe

ABN 48 230 838 560

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LOWER TEMPLESTOWE, 3107
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Website: pol.org.au/templestowe
All correspondence to:
PO BOX 985, TEMPLESTOWE 3106

JOB DESCRIPTION – Group Leader

The Group Leader will engage young people in a safe and social environment at our Catholic Church of **St Kevin's Parish, Templestowe** by supporting the existing Youth Ministry. The successful applicant will be required to lead and conduct regular youth group events for the youth of our Parish aged between 10-13 years of age.

Please note: the term 'Youth Group' within this role refers to a **social** group for the youth of the Parish. Our commitment to our Parish children is to provide a supportive, inclusive environment that is social, engaging and reflects the Parish's values and faith.

The position is an on-going casual role beginning January 2019 working 10 to 12hrs per month inclusive of 3 hours obligatory third Saturday monthly event evening and a fortnightly meeting with the Parish Youth Ministry team.

Duties

- Actively lead and engage each Youth Group event.
- Support the Youth Ministry, of St Kevin's Parish and its' program for the youth.
- Develop and create (under the guidance of the Youth Ministry) activities for the existing 'TGI's youth group' events.
- Promote Youth Group through active communication (email, flyers, etc)
- Provide feedback on the running of and after each youth group session
- Identify volunteers to assist in the running of the youth group
- Arranging additional formation opportunities for the benefit of the Youth Ministry

Knowledge, experience and qualifications desired:

- Experience in working with children
- Experience in leading youth groups including developing and running programs for them
- Ability to encourage social participation and adaptable to a variety of needs
- Enthusiastic and ability to work autonomously
- An appreciation of and regard for Christian/Catholic values
- Sufficient computer skills to facilitate role
- Life skills and/or educational qualifications (completed or in progress), in youth ministry/work or similar experience a bonus

Other Relevant Information

- Work from home position, with requirement to attend fortnightly meetings at the Church Office
- Event time commitment is once a month 6.30-9.30pm at St Kevin's, Lower Templestowe Catholic Parish
- The successful applicant will abide by the philosophy's and ethos of St Kevin's Parish
- The practice of the Archdiocese of Melbourne is to require all employees to have satisfactorily completed a National Police Record Check and hold a valid Working with Children Check (or Victorian Institute of Teaching registration) as a condition of their employment.

Additional Information

- Applications are to be sent to recruitment@cam.org.au
- For Further information contact Nandi Adams, HR Officer on (03) 9926 5793.

The Archdiocese is committed to the safety, wellbeing and dignity of all children and vulnerable adults.

