

As a Social and Ecological Justice Animator VIC & TAS, it's my role to bring to life the mission and goals of Caritas Australia within the region's community.

I am responsible for inspiring and guiding a team to facilitate connection with the Australian Catholic community and inspire tangible action for social & ecological justice within the VIC & TAS region.

I am a member of:
Engagement &
Sustainability team

I report to:
Manager, Social and
Ecological Justice Animators

My role is based in:
XXXX

My role is classified:
SCHADS Level 4



[currently vacant]

I am committed to:

- the mission of Caritas Australia in our quest to end poverty and injustice through the realisation of human dignity for all people
- the principles of Catholic Social Teaching which underpin our work, such as dignity of the human person and the common good
- our Code of Conduct which outlines the professional behaviour that is expected of me
- the safeguarding of children and vulnerable people in line with laws, standards and Caritas Australia's policies and procedures

In my role, I am accountable for:

- Implementing and promoting the Caritas Australia community engagement strategy within the region.
- Promoting of Caritas Australia's mission and core goals – to ensure the beneficiaries are always central to these activities.
- Working with the manager to develop an annual plan for engagement, setting measurable goals of all engagement activities undertaken within the region.
- Monitoring and evaluating programs and engagements to ensure continuous improvements and understanding of supporter needs; providing ongoing reporting to the manager.
- Building on existing relationships with regional Bishops, Parish Priests and Catholic Education offices to promote the mission and core goals of Caritas Australia.
- Building on the existing Diocesan Directors network within the region, providing them with guidance and support, and further developing a considerable volunteer network to connect with each school and parish.
- Promoting fundraising campaigns to the Australian Catholic community that will inspire involvement and action.
- Collaborating with the fundraising and international programs teams to produce innovative and creative community engagement and fundraising initiatives.
- Managing and monitoring a limited budget, ensuring work is delivered in line with budgetary constraints and within specified time-frames.
- Collaborating with, and supporting, the Supporter Services team to coordinate the collection of donations for Project Compassion, Emergency Appeals and other fundraising initiatives as required.

For this role I need these skills and experience:

- Experience of working within a Church, Diocesan or Not-for-Profit (NFP) environment in a community relations, outreach, Parish or Social Ministry.
- Understanding of and ability to operate within established church structures.
- A preparedness to work collaboratively with Archdiocesan authorities and other Agencies, parishes, schools and the wider community.
- A strong commitment to the mission and core goals of Caritas Australia, in our quest to end poverty through the full realisation of human dignity and wellbeing for all, and to the Catholic Social Teaching principles which underpin our work globally.

In my role, I will interact primarily with:

- Manager, Social and Ecological Animators to seek guidance and support and to update them on my activities on a regular basis.
- Manager, Fundraising to ensure KPIs in this area are met.
- The Diocesan Directors in the diocese within the region – to provide support and guidance.
- The Australia Catholic community including Bishops, Vicar Generals, Heads of Catholic Education offices, Catholic Clergy – to inform them of Caritas Australia's activities and finding unique ways to connect with their communities.
- Supporter Services team to keep informed about supporters in the region and ensure receipting and processing of donations
- International Programs team to keep informed about the countries and programs Caritas Australia work with.