



Appointment of Associate Director, Mission and Ministry

Information pack

Acknowledgement of Country

In recognition of Aboriginal and Torres Strait Islander peoples' deep spiritual connection to Country, and in continuing the University's commitment to reconciliation, it is customary to acknowledge Country as we pass through it. We acknowledge and pay our respects to the First Peoples, the Traditional Custodians of the lands and waterways where Australian Catholic University campuses are located, and we thank them for their continued custodianship.

Contents

About Australian Catholic University	03
Mission, vision and values	04
University governance and structure	05
Numbers that count	06 – 08
ACU organisational chart	09
About the Directorate of Identity and Mission	10
About Campus Ministry	11
About the position	12
Selection criteria, Capability Development Framework and salary and benefits	13-14
The Staff experience and The Student experience	15-16
Our campuses	17 – 18



About Australian Catholic University

An ACU education builds on the Catholic understanding of faith and reason working together in pursuit of knowledge and promotion of human dignity and the common good.

An ACU education seeks to transform lives and communities. Students are challenged to look beyond the classroom, solve real world problems, develop their own search for meaning, and cultivate strong professional ethics. They are invited to stand up for people in need and causes that matter.

ACU is open to all. As is common with great Catholic institutions the world over, the university is inclusive and supportive of everyone, every day – regardless of their faith or tradition.

ACU is a young university making a serious impact. Ranked in the top two per cent of universities worldwide* and in the top 10 Catholic universities **, ACU is also first in Australia for graduate employment***..

The university has seven campuses around Australia and a campus in Rome, Italy

Opportunities for personal and professional growth are critical to ACU. This is a university of service – so much so that it is built into the curricula. All ACU courses offer work placements, internships, or volunteering opportunities.

- * *Times Higher Education World University Rankings 2022*. Percentage calculated as ACU's world rank as a proportion of the total number of universities in the world: *International Handbook of Universities 2019*, Palgrave MacMillan.
- ** International Federation of Catholic Universities members ranked on *Times Higher Education World University Rankings 2022*
- *** Graduate Outcomes Survey – Longitudinal 2021, medium-term outcomes, full-time employment for domestic undergraduate students

Further information
acu.edu.au



ACU has been recognised for its leading work place practices and has been awarded the **Employer of Choice for Gender Equality** citation.



Mission, vision and values

OUR MISSION

Within the Catholic intellectual tradition and acting in Truth and Love, Australian Catholic University is committed to the pursuit of knowledge, the dignity of the human person and the common good.

OUR VISION

ACU is one of the leading Catholic universities in the world and is one of the principal intellectual assets of the Church in Australia. We exercise nationwide leadership in the key focus areas of health, education, theology and philosophy, and social justice. Guided by the principles of Catholic social teaching, our students, staff and graduates will be influential in bringing about changes in the communities we live in.

CORE VALUES

ACU is founded on a long history of commitment to truth, academic excellence and service, all within the Catholic intellectual tradition. These values are the principles behind all our actions and guide us in living out our mission and realising our vision:

TRUTH

We are committed to the lifelong pursuit of knowledge, freely seeking truth through research, critical inquiry and active discovery.

We share this pursuit through teaching, scholarship and engagement, contributing to the growth and betterment of society.

ACADEMIC EXCELLENCE

ACU, through its pursuit of excellence in teaching and research, strives to produce the highest quality intellectual, educational and learning experiences through innovation and creativity.

SERVICE

ACU is a university of service. We seek to serve the wider community through research, education and engagement, especially by providing opportunities for those in need and by educating students to be socially and morally responsible persons.

ACU pursues all its core values within the Catholic intellectual tradition. We are committed to serving the common good and upholding the sacredness in life. We respect and welcome all faith traditions and uphold the dignity of all human persons.

University governance

The governing body is the Senate which consists of:

- five persons (Chancellor, Pro-Chancellor, Vice-Chancellor and President, the Chair of Academic Board and one cleric) who are membersex-officio
- eight persons elected by the Members of the Corporation following nominations by State Chapters (four Senators) and a panel (four Senators) having regard (among other things) to the need for broad community involvement:
- three persons elected by and from the academic staff of the university
- one person elected by and from the professional staff of the University
- one student of the University.

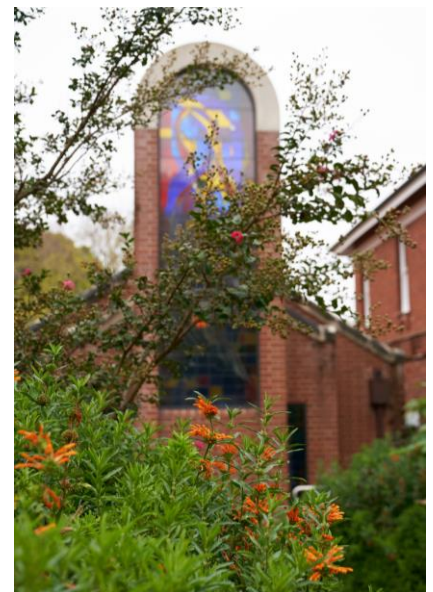
The Academic Board is constituted by the Senate to administer and implement academic policies.

The university has also established four Chapters, based in the communities it serves. These provide advice to the Senate on local needs and demands and serve as important links to community interests.

The Aboriginal and Torres Strait Islander Education Committee (ATSIEC) is one of the key forums established by Australian Catholic University (ACU) to promote cohesive, whole of university strategies that build cultural capability and increase visibility and presence of Australia's First Peoples.

The Aboriginal and Torres Strait Islander Research Committee was established earlier this year and is ACU's key research forum providing vision, guidance and advice to develop the ACU Research Strategy relating to Australia's First Peoples.

Aboriginal and Torres Strait Islander perspectives and representation are embedded within ACU Committee structures.



University structure

The Vice-Chancellor and President is the chief executive officer of the university. The Provost, Deputy Vice-Chancellors and the Chief Operating Officer, and the Vice President have delegated responsibility for assigned areas of policy.

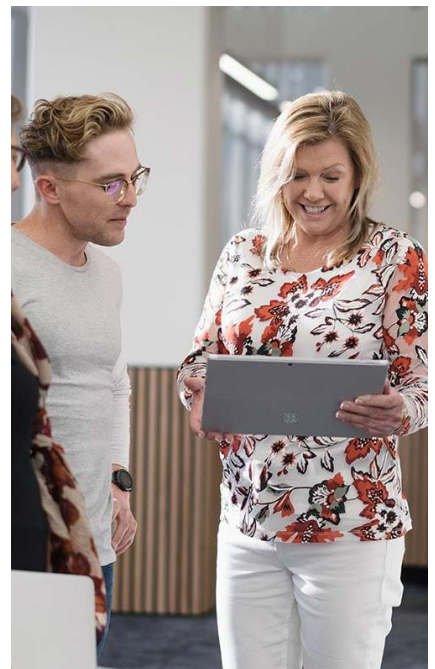
The Vice-Chancellor and President is assisted by Campus Deans who deal with important campus issues, as well as building and maintaining relationships with local external stakeholders.

The Vice-Chancellor and President is also assisted by the Faculty Executive Deans, the Pro Vice-Chancellor Global and Education Pathways, Pro Vice-Chancellor Research Impact, Pro Vice-Chancellor (Indigenous) and other Directors with national portfolios.

Each faculty is headed by an Executive Dean, supported by an Associate Dean (Learning and Teaching) and an Associate Dean (Research).

Each campus has a local Student Association, supported by ACUNSA (Australian Catholic University National Students' Association) and ACUPGA (Australian Catholic University Postgraduate Association).

The Pro Vice-Chancellor (Indigenous) holds cross-institutional responsibilities for ensuring a whole-of-university approach to collaborative leadership in Indigenous education, training, research, employment and engagement. The Pro Vice-Chancellor (Indigenous) oversees the First Peoples Directorate which maintains the Indigenous Higher Education Unit's.



Why choose ACU?



IN AUSTRALIA

No. 1

GRADUATE EMPLOYMENT

Graduate Outcomes Survey – Longitudinal 2021, medium-term outcomes, full-time employment for domestic undergraduate students



Top 2

GRADUATE EMPLOYER SATISFACTION

Employer Satisfaction Survey, 2018 – 2020 aggregated for domestic undergraduate students



No. 1

ENERGY EFFICIENT UNIVERSITY

Tertiary Education Facilities Management Association Annual Survey 2020



100%

POWERED BY RENEWABLE ENERGY ON AUSTRALIAN CAMPUSES



5 stars

EMPLOYABILITY, INTERNATIONALISATION AND FACILITIES

QS Stars 2019



5 stars

LEARNER ENGAGEMENT, SKILLS DEVELOPMENT AND LEARNING RESOURCES

Good Universities Guide 2022





IN THE WORLD

Top 2% UNIVERSITIES

*Times Higher Education World University Rankings 2022**



Top 10 CATHOLIC UNIVERSITIES

Times Higher Education World University Rankings 2022, ranked IFCU members



Top 20 GENERATION Y UNIVERSITIES

Times Higher Education Young University Rankings 2021



Top 25 SPORTS SCIENCE

(#22, Academic Ranking of World Universities, Global Ranking of Sport Science Schools and Departments 2020)



NURSING

(#18, Shanghai Ranking, Global Ranking of Academic Subjects 2021)

Top 50 EDUCATION

(#46, Shanghai Ranking, Global Ranking of Academic Subjects 2021)



RESEARCH

1st or equal 1st in Australia

CARDIORESPIRATORY MEDICINE
AND HAEMATOLOGY

CLINICAL SCIENCES

COGNITIVE SCIENCES

HUMAN MOVEMENT AND SPORTS SCIENCE

NURSING

NUTRITION AND DIETETICS

PSYCHOLOGY

PUBLIC HEALTH AND HEALTH SERVICES

RELIGION AND RELIGIOUS STUDIES

SPECIALIST STUDIES IN EDUCATION

Four-digit FoRs, Excellence in Research for Australia (ERA) 2018

*Percentage calculated as ACU's world rank as a proportion of the total number of universities in the world: *International Handbook of Universities 2019*, Palgrave MacMillan.

ACU at a glance



2020 course enrolments

Undergraduate
students
26,013

Postgraduate
students
6,213

Non-award
students
872

International
students
4,312



ACU hosts students from more than 100 countries

Top countries
of origin

Nepal
Vietnam
India
China
Philippines
Sri Lanka



Student enrolments by campus

Canberra	1,260
North Sydney	5,567
Strathfield	4,705
Melbourne	10,594
Ballarat	1,167
Brisbane	6,126
Online	3,679
Total	33,098



Staff headcount*

Academic
1,127
Professional
1,238



2020 operating revenue

**\$555
million**

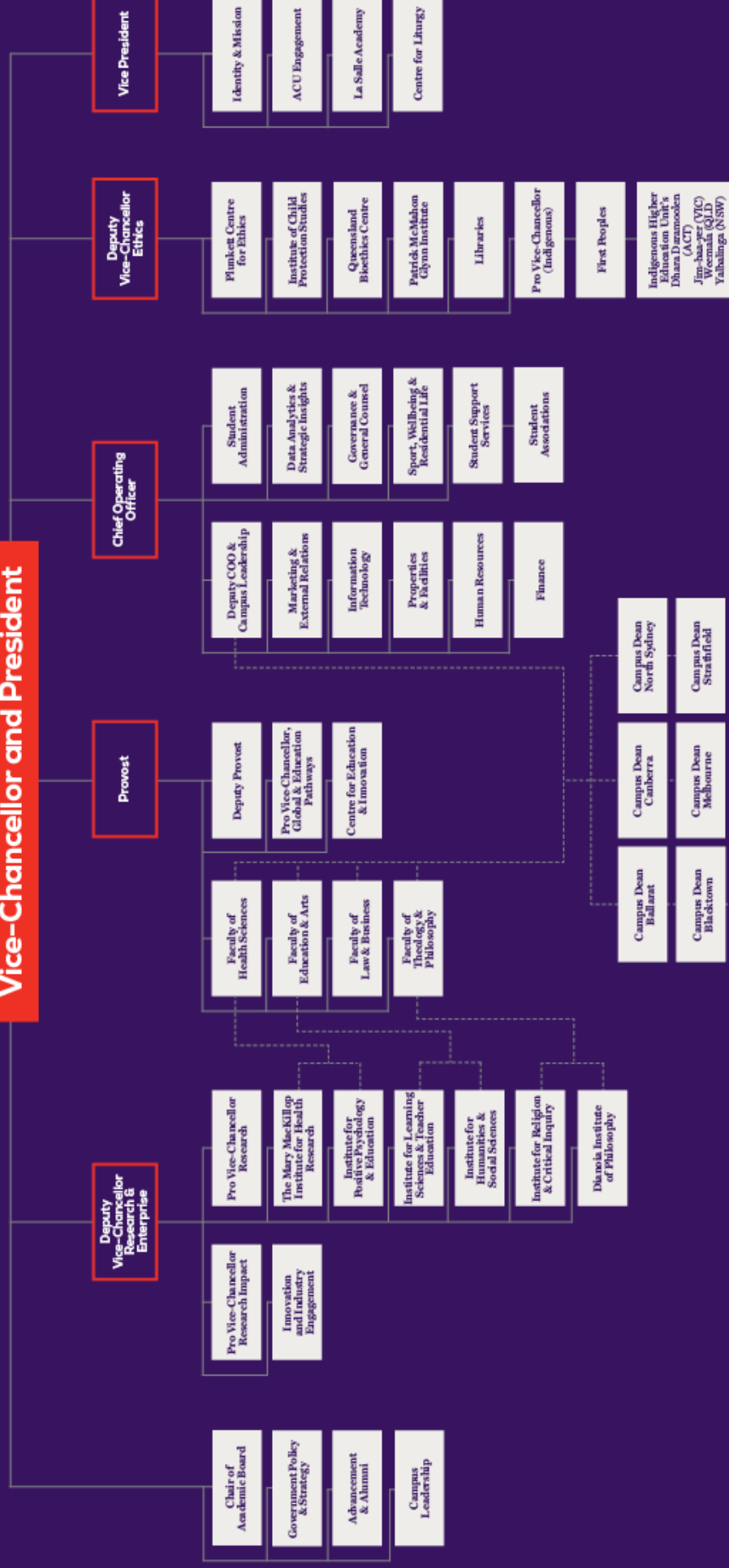
Partnerships

Our relationships with more than 200 universities and educational institutions around the world support education abroad, staff mobility, collaborative research, articulation and shared community engagement activities.

Key partnerships include:

- KU Leuven, Belgium
- Pontifical Catholic University of Chile
- Tongji University, China
- Catholic University of Lyon, France
- University Mannheim, Germany
- Binus University, Indonesia
- Catholic University of the Sacred Heart, Italy
- Radboud University, The Netherlands
- Ateneo de Manila University, The Philippines
- Catholic University of Lisbon, Portugal
- Fu Jen Catholic University, Taiwan
- Leeds Trinity University, UK
- Boston College, US
- DePaul University, US
- Fairfield University, US
- St John's University, US
- University of North Carolina at Chapel Hill, USA
- Sophia University, Japan
- Malmö University, Sweden
- Loyola University of Chicago, USA
- Santa Clara University, USA
- British University of Vietnam

Vice-Chancellor and President





About The Directorate of Identity and Mission

The Directorate of Identity and Mission is responsible to the University community for programs and activities that engage, celebrate, and support the University community's development in and understanding of our Mission, Catholic identity, and living traditions. The Directorate is responsible for, among other things, staff and student Mission orientation, student Mission-based formation, staff development for Mission (formation), and support in Mission-based recruitment and induction of staff. The Directorate also serves as a resource for those wishing to better understand and explore the Catholic mission and identity of Australian Catholic University. The Directorate collaborates across the ACU community to advance the Mission of the University through a number of distinct units.



About Campus Ministry

Rooted in our Catholic identity and mission, Campus Ministry accompanies members of the ACU community into an ever-deepening relationship with a God who calls us to a life of love and service. Through Campus Ministry, the University animates opportunities for members of the community to deepen their experience of faith and to use their gifts and talents in service to the world. Beneath the formal programs, retreats, lectures, and workshops lies a spirited dedication to the identity and mission of ACU. At the core of ACU is its identity as part of the legacy of the Catholic Intellectual Tradition. This is not a static legacy but a vibrant, living legacy that is found on each of our campuses, everyday.

About the position

POSITION PURPOSE

The Associate Director, Mission and Ministry (ADM&M) collaborates with the Vice President to develop and animate the spiritual, liturgical and pastoral life of the university for both students and staff. In particular, the ADM&M is responsible for the design and implementation of comprehensive strategic pastoral and faith-based Campus Ministry programs for students and for the development,

implementation and animation of mission integration programs for staff in the tradition of Catholic higher education, in order to meet the university's aim of offering students and staff an authentically Catholic university experience.

The Associate Director is also charged with creating and maintaining initiatives, events, and programs that support and encourage all staff and students in their capacity and efficacy to integrate the university's mission more fully in their work and study.

As a member of the Vice President's Leadership team, the Associate Director, Mission and Ministry works collaboratively with the Associate Director, ACU Engagement, Academic Coordinator Catholic Programs and other portfolio leads reporting directly to the Vice President.

POSITION RESPONSIBILITIES

Strategic leadership

- Collaborate with the Vice President to promote the mission, vision and values of Australian Catholic University in order to foster a mission-driven culture among staff and students of the university.
- Support the Vice President in the collaboration with senior management to further imbed a well-integrated frame of reference for strategic decisions and processes that reflects ACU's mission and values.
- Collaborate strategically with relevant Human Resource and Marketing and External Relations team members to expand the opportunities for staff to engage in mission formation opportunities.
- Provide transparent and visible leadership for the formulation of a dynamic vision for Campus Ministry and mission integration across the university.

- Cultivate an environment of continuous improvement in the provision of services provided by Campus Ministry and mission integration.

Operational leadership

- Develop and facilitate strategic events, programs and processes that supports staff and students to ensure their participation in the further development of ACU as a contemporary Catholic university.
- Prepare and manage the unit's budget in accordance with the portfolio's budget processes and university policies.
- Oversee the development and implementation of new and/or innovative strategic ministry and mission programs and services.
- Coordinate the evaluation of and develop benchmarks for the work of Campus Ministry and mission integration in collaboration with team leaders.
- Coordinate and supervise ministry staff in participating in university wide events (O-Week, Open Days etc) and inter-portfolio programs.

Ministry Leadership

- Lead and create, form and maintain vibrant, relevant and consistent mission and pastoral ministry services delivered on all campuses that enriches the faith lives of all students through appropriate liturgy, retreats, formation programs and events.
- Develop and implement a range of pastoral ministry strategies and programs that enable students and staff to explore and express personal and communal faith experiences.
- Work collaboratively and in a leadership role, with Campus Chaplains to animate pastoral care and liturgical worship across the university.
- Form, mentor and develop campus ministry and mission staff to accompany students and staff on their faith journeys through mentoring, accompaniment, and spiritual formation.

Stakeholder Management

- Develop and maintain effective relationships with influence and communications with relevant Catholic agencies, Church stakeholders and relevant ministry groups (e.g., Australian Catholic Bishops Conference, Educational organisations etc).
- Build profile and creditability both externally and internally, while communicating the mission and values of the university.
- Foster and develop external relations with key community stakeholders and partners to ensure that mutually agreed to objectives and strategic partnership goals are achieved.

Staff Management

- Provide management, direction and professional development opportunities to the campus-based mission and ministry staff.
- Provide leadership, mentoring and professional development guidance and support to staff to support the delivery of services and achievement of goals.

Selection criteria

ESSENTIAL

A lived witness to the Catholic faith.

Postgraduate qualifications in theology or religious studies or in a similarly related discipline.

An appreciation of the diverse plural nature of society and universities in particular, with demonstrated experience in responding effectively to the sophisticated task of supporting the diverse range of spiritual needs of students and staff in mission.

Excellent communication skills (both oral and written), together with excellent organisational skills and demonstrated ability to exercise sound judgement in dealing with complex situations.

Demonstrated strategic leadership, group facilitation, networking and conflict management skills.

Demonstrated senior leadership experience in a ministry-based setting and in particular, within a youth and young adult ministry context.

Demonstrated capacity for handling confidential information with tact and discretion.

Demonstrated budget and project management experience.

Demonstrated commitment to cultural diversity and ethical practice principles and demonstrated knowledge of equal employment opportunity and workplace health and safety, appropriate to the level of the appointment.

All candidates applying for this role are also required to provide a reference from their parish priest.

Capability Development Framework

The Capability Development Framework (CDF) describes the essential competencies that are needed in all ACU staff to achieve our strategy and support our mission. The CDF is one of several frameworks and standards that express the university's expectations of the conduct, capability, participation and contribution of staff (such as the Code of Conduct, the Learning for Life Framework and the Academic Performance Matrices).

The CDF applies to everyone. It enables a whole-of-organisation approach to developing and strengthening capability, and it is part of the ongoing investment by the university in the professional development of our staff.

The CDF enables a clear view of the competencies that support achievement of excellence.

It supports conversations between staff and supervisors in identifying professional development opportunities, both to strengthen capability in the current role and understand expectations at the next level.

Further information is available on the [ACU website](#).

Salary and benefits

The university has a broad range of employment conditions and benefits available to staff members. These include:

- standard fortnightly salary payments
- Flexible Working Conditions which aim to support ACU's commitment to work-life balance
- generous employer superannuation contributions of up to 17%, with flexible employee contribution options
- salary packaging* including rebatable employer status
- a comprehensive range of professional development programs and opportunities
- study support entitlements, encompassing leave and financial assistance.

GENEROUS LEAVE CONDITIONS:

- 33 recreational leave days per annum including annual leave (20 working days), public holidays (10 working days) and university closure at Christmas (three working days)
- 17½% annual leave loading
- 20 working days personal leave per annum, which incorporates a number of leave types, including sick leave, carers leave, to move house, to attend graduation, to recognise culturally significant events

- Long Service Leave – eligibility after seven years of service
- Recognition of previous service from other Australian higher education institutions for long service leave purposes*
- Parental leave provisions* including maternity, paternity, adoption, foster and child rearing.

*conditions apply

REBATABLE EMPLOYER STATUS:

As a rebatable employer Australian Catholic University is eligible for a rebate of 47 per cent of the amount of Fringe Benefit Tax (FBT) that would otherwise be payable.

The grossed-up taxable value of benefits that can be provided to an ACU employee per FBT year, without losing the rebate concession, is capped at \$30,000.

Most ACU employees will benefit from salary packaging such items as motor vehicles, superannuation and laptop computers, however only income earners falling in the higher tax brackets are likely to benefit from salary packaging "Full FBT Items" such as mortgage payments, rent and credit card payments. This is dependent on personal circumstance and independent financial advice.

ACU employees, dependent on individual circumstance, have access to the following benefit items for salary packaging purposes:

CATEGORY A (FBT EXEMPT) BENEFIT ITEMS

- Personal Portable Computers – Notebook/Laptop
- Car Parking
- Superannuation (must be a complying fund)
- Financial Counselling Fees
- Salary Packaging Administration Fees

CATEGORY B (CONCESSIONALLY TAXED) BENEFIT ITEMS

- Motor Vehicle (for private use) via Novated Leases

CATEGORY C (FULL FBT) BENEFIT ITEMS

- Own Home Mortgage Payments
- Private Home Rental Payments
- Amounts payable on or amounts already paid off credit cards (not debit cards)



The staff experience

We know our number one asset is our people. It's their character, enthusiasm, and engagement that make ACU a university like no other. We believe in showing our genuine, ongoing appreciation for the great work of our staff, and we do it by offering excellent leave and employment conditions, and fostering a work environment where staff can grow and develop.

GENDER EQUALITY

In 2022, we received an Employer of Choice for Gender Equality (EOCGE) citation by the Workplace Gender Equality Agency for the twelfth consecutive year.

Some of our achievements include:

- providing access to flexible work
- offering leading practice parental leave
- committing to gender pay equity and conducting an annual gender pay gap analysis
- ensuring the external providers we use can demonstrate their commitment to gender equality
- providing paid leave for staff experiencing family or domestic violence
- working to achieve gender equality across all levels of university leadership.

SUPPORTING PARENTS

ACU has one of the most generous paid parental leave schemes in Australia. Our parental leave provisions support both birth parents and their partners and also provide support for adoptive and foster parents. Birth parents can access up to 12 weeks' leave at full pay – as well as up to 40 weeks' paid leave at 60 per cent of their normal pay.

OUR PRINCIPLES

Embedded in our code of conduct are the principles that ACU staff uphold to support our mission and vision:

- Respect
- Honesty
- Courage
- Sustainability

ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLES

At ACU, we understand the importance of implementing proactive strategies to help redress the disadvantage experienced by Aboriginal and Torres Strait Islander peoples, and our recruitment practices seek to increase employment at all levels of the university. We support prospective Aboriginal and Torres Strait Islander employment by encouraging both mainstream and targeted employment.



The student experience

COURSES

We offer a wide range of exceptional undergraduate, postgraduate and research courses. Many of these are accredited by peak professional bodies and designed in collaboration with industry experts. Undergraduate and postgraduate study is offered across four faculties:

- Faculty of Education and Arts
- Faculty of Health Sciences
- Faculty of Law and Business
- Faculty of Theology and Philosophy

and a range of areas, including:

- Allied health
- Business
- Creative arts
- Early childhood education
- Global studies
- Humanities and social sciences
- Inclusive education and disability studies
- Information technology

- Law
- Nursing, midwifery and paramedicine
- Nutrition and biomedical science
- Philosophy
- Psychology
- Public health and administration
- Sport and exercise science
- Teaching and education
- Theology

Masters by research and PhD doctorates are offered in arts, education, health sciences, law, business, theology or philosophy.

A CULTURE OF SUPPORT

Our wide range of services helps students navigate through some of the more challenging parts of uni life. We offer financial advice, study, counselling and career services, and tailored support for students with disabilities. There are also support programs for elite athletes and performers, student leadership opportunities, and equity programs and scholarships.

THE CORE CURRICULUM

Our Core Curriculum is a key part of every student's ACU education – giving them time to reflect on ways they can change the world by applying the principles of Catholic social thought. Principles such as the common good, dignity of the human person, solidarity with others, and stewardship of the earth. The Core is unique to ACU. It challenges our students to see the world from different perspectives and engage with the world in a meaningful and transformative way. Students can elect to undertake the Core in Australia or in multiple offshore locations including Rome.

COMMUNITY ENGAGEMENT

At ACU we're all about making an impact. We offer a huge range of community engagement and volunteering opportunities, both in Australia and overseas, and it's built in to almost all our undergraduate programs.

Our campuses



BRISBANE CAMPUS (MCAULEY AT BANYO)

Situated in the northern suburb of Banyo, the campus is 12 kilometres from the Brisbane city centre. The campus is set on 40-hectares of beautiful natural surroundings and combines state-of-the-art facilities with a history extending back to 1863.



NORTH SYDNEY CAMPUS (MACKILLOP)

Just a few minute train ride over the famous Sydney Harbour Bridge from the CBD, the campus is conveniently located in the North Sydney business precinct.



STRATHFIELD CAMPUS (MOUNT SAINT MARY)

Our Strathfield Campus is situated in one of Sydney's older, established suburbs, 15 kilometres west of the city centre. It features many picturesque buildings, including an Italianate Romanesque-style chapel, and beautifully landscaped grounds.



MELBOURNE CAMPUS (ST PATRICK'S)

The campus is conveniently located on the fringe of Melbourne's CBD. It's a short walk to popular retail strips on Brunswick and Smith streets, where you'll find many cafes, shops, and art galleries. Some of Melbourne's finest parks, gardens, and recreational facilities are also within easy walking distance of the campus.



BALLARAT CAMPUS (AQUINAS)

Ballarat is 125 kilometres west of Melbourne. The campus is located near Ballarat's commercial centre and is within easy reach of facilities. The beautiful old buildings of the campus reflect the history of the town.



CANBERRA CAMPUS (SIGNADOU)

Situated about five kilometres from the Canberra city centre, the campus is small and friendly with around 40 staff and 600 students.

Our campuses



BLACKTOWN CAMPUS (SAINT JOSEPHINE BAKHITA)

We've partnered with Blacktown City Council to open our newest campus located opposite the Blacktown train station and close to Westpoint Shopping Centre in Western Sydney.



ROME CAMPUS

Our Rome Campus is located near Trastevere, Rome's medieval quarter with narrow cobblestone streets and wide piazzas. The property has extensive terraces where you can enjoy beautiful views of the city.



ACU ONLINE

In 2021, we launched a brand-new learning platform – ACU Online. Our fully online campus provides students with an opportunity to study high-quality courses that are specifically designed for online delivery. Students who study through ACU Online have extensive support and are a part of an innovative and interactive learning community.

online.acu.edu.au

BALLARAT
BLACKTOWN
BRISBANE
CANBERRA
MELBOURNE
NORTH SYDNEY
STRATHFIELD
ROME