



ARCHDIOCESE OF WELLINGTON

Religious Education Advisor for Catholic Schools and Te Kupenga Lecturer

Catholic Schools Education Services (CSES) are a team of education professionals who provide high quality support and assistance to the Catholic schools of the Archdiocese of Wellington in the ongoing promotion and strengthening of Catholic Character and the development of theologically and spiritually formed teachers.

The Archdiocese of Wellington extends from Levin in the lower North Island to Westport and Kaikoura in the South Island of Aotearoa New Zealand.

The Role

The Advisor in Religious Education for Catholic Schools and Te Kupenga Lecturer provides support and professional development to the Directors of Religious Studies and teachers of Religious Education in the Schools of the Wellington Archdiocese.

This role also coordinates the Certificate of Christian Studies programme to ensure those studying in pre-teacher training at Victoria University or within Catholic Schools have access to the programme and the ability to complete it the course.

If requested and by negotiation with the Director, to prepare and teach a paper in the Certificate in Christian Studies programme.

Key responsibilities include:

- **Religious Education Advisor**
Ensuring Professional Development in Religious and Theological Education is available to staff of the Catholic Schools in the Archdiocese of Wellington by providing for the professional development needs of the Schools.
- Providing consultation, support, advice and guidance for the Directors of Religious Studies in Catholic Schools in the Archdiocese of Wellington. by assessing the needs of the DRS' to support the schools through regular contact.

Catholic Archdiocese of Wellington

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Coordination of Certificate in Christian Studies Programme

- Ensure students in the Certificate in Christian Studies Programme are monitored and assisted to complete their study commitments.
- Ensure that student records are kept and student progress is monitored.
- Ensure that students' request for help and support are responded to.
- Advertising of programme through Victoria University orientation activities and other ventures is done resulting in students enrolling in the programme.
- Liaise with Victoria University to facilitate the continuation of the programme,
- Teach "Introduction to Religious Education" (RE501) and/or other similar papers (e.g. TH501) as negotiated with Te Kupenga and Vicar for Education.
- Coordinate, deliver and mark the course "Having Life to the Full".

Applicants for this position must have NZ residency or a valid NZ work permit. Based in central Wellington, we offer a great working environment.

For a copy of the Job Description, please contact k.ross@wn.catholic.org.nz [link removed]

Applications close 4.00pm Wednesday 18th December.