



Join our team

Faith Life Coordinator

Be a part of our transformative and supportive community empowering the next generation of learners.

Discover Holy Cross College

Holy Cross College has been a cornerstone of quality Catholic education since 2010. Starting from humble beginnings, Holy Cross College has grown to become a thriving community with a double stream Primary School and six stream Secondary School on one campus in the heart of Ellenbrook.

Grounded in our faith and inspired by our connected and caring community, we strive to build promising futures for families and shape compassionate, confident and capable individuals prepared to make a positive impact on the world.

Our vision is for Holy Cross College to be a community of transformation in the spirit of the Risen Christ inspired by our College Patron, St Oscar Romero. Our mission is to empower students to have life to the full, inspired by Christ's journey of transformation and redemption.

At Holy Cross College, our holistic approach is guided by our LIFE pillars:

Learning: Our focus is on developing core learning skills to ensure our students are equipped to face the challenges of a rapidly changing world.

Inter-relationships: Nurturing a caring, compassionate and connected environment - not only among our students, but also our wider community.

Faith: Celebrating a hope-filled Christian faith, grounded in reflection that leads to justice and service. Our faith-based approach to education encourages students to explore and deepen their spirituality, helping them to develop a strong sense of social justice and service.

Enrichment: Enriching the lives of our community members through engagement in holistic opportunities that exist beyond the classroom.

Position Description

One of the key roles of Catholic schools is to form young people committed to the love, compassion and justice of the Gospel of Jesus Christ. Catholic schools foster a Christian attitude in society and encourage the development of the kind of world envisaged by Christ (Mandate, 6 and 22). Christian Service Learning in Catholic schools enables students to grow from a Catholic faith perspective as people of service and justice. The Catholic school challenges students to grow in their understanding that faith is not just a personal response to God's love but a communal response to love one another as Jesus taught in order 'to make the world a better place for all' (Mandate, 24).

The culture and practice of pilgrimage is a vital element of the Faith Story of Holy Cross College and a meaningful means of evangelisation. The prominent culture of pilgrimage within the College, including its continued development, seeks to foster a sense of the sacred and deepen faith among students, families, and staff. Central to this is the Camino Pilgrimage, undertaken by all students and staff at the College. The Faith Life Coordinator holds responsibility for coordinating and documenting this pilgrimage, ensuring it remains a rich and formative experience that strengthens the spiritual life of the College community.

The Faith LIFE Coordinator will oversee the 'Giving LIFE' Program in Middle and Senior School and will support our staff in our Junior School to grow the capacity of students to develop empathy, leadership, and a sense of social responsibility. Reporting to the Deputy Principal - Faith, the Faith LIFE Coordinator will support and coordinate operational and administrative duties in relation to: Liturgies, Retreats, Feast Days, Service Provider and Charity partnerships, and possess exceptional record-keeping capacity.

Responsibilities

Community and Pastoral Care

- Foster a culture of empathy, leadership, and social responsibility through the 'Giving LIFE' program.
- Build strong relationships with students, families, staff, and service partners to support holistic student development.
- Promote a sense of belonging and care within the College community, aligned with Gospel values.
- Encourage student participation in service initiatives that respond to local and global needs.

Education and Learning

- Coordinate the 'Giving LIFE' Program in Middle and Senior School, integrating service learning into the broader educational experience.
- Support staff in embedding faith-based service learning into curriculum and co-curricular activities.
- Encourage student reflection and growth in understanding the connection between faith, learning, and action.
- Facilitate opportunities for students to engage with social justice issues through structured learning experiences.
- Promote student leadership in faith-based initiatives and service projects.

Catholic Identity and Faith

- Support and uphold the College's vision, and mission in all aspects of the role.
- Model Gospel values such as compassion, respect, integrity, and service in all interactions.
- Ensure all practices reflect the Bishops of Western Australia's Mandate and contribute to a faith-filled learning environment.
- Promote inclusion, equity, and justice through service learning that deepens students' understanding of their faith and its call to action.
- Coordinate and document the Camino experience for all students and staff.
- Encourage students to live out their faith through acts of service, prayer, and reflection, contributing to a community of transformation in the spirit of the Risen Christ.

Stewardship

- Create and maintain accurate records and documentation related to service learning, liturgies, retreats, and partnerships, inclusive of: risk management planning for the Camino Pilgrimage.
- Support operational and administrative aspects of College events including: Feast Days, Retreats, and liturgical celebrations.
- Manage relationships with service providers and charities to ensure impactful partnerships.
- Ensure responsible use of resources in planning and delivering faith-based programs and events.
- Monitor and evaluate the effectiveness of service learning programs and make recommendations for improvement.
- Support the development of systems and processes that enhance the delivery of faith-based initiatives.

Why Join Us?

Each staff member at Holy Cross College plays a fundamental role in advancing our vision, mission and the strategic direction of the College. Our team is collaborate and committed to seeking new knowledge, keeping the College continually at the forefront of modern education. With access to state-of-the-art facilities, new technologies and abundant resources, we seek to provide our community with the best learning experience.

Employees enjoy:

- Salary packaging benefits
- Discounted rates on corporate health insurance and wellbeing initiatives
- Two additional leave days for discretionary and Catholic day leave
- Fitness Centre
- Work with State-of-the-art technology
- Professional development - Apple Distinguished
- 30 minutes from the CBD
- Connected community

Apply Today

Commencement Date: January 2026.

Persons appointed to this position should address the following points:

- Actively support and promote the objectives and ethos of Catholic Education as articulated in the Bishops of WA Mandate for Catholic schools and the Vision and Mission of the College.
- Demonstrate capacities in all areas of the key responsibilities as articulated in the Role Description.
- Hold Accreditation to Teach Religious Education in a Catholic school or be working towards Accreditation to Teach Religious Education in a Catholic School.
- Be a practising Catholic.
- Have a current Working with Children Card (WWCC).

Conditions: Full Time, Ongoing

Salary: Promotional Allowance: Category 2, Level 1 - \$16,394

Applications Close: Wednesday 15 October at 4:00pm.

Please complete the below checklist and email the appropriate documents to the Principal's Assistant at: employment@holycross.wa.edu.au.

All applications should be sent with the following documents:

- Valid working with Children Card
- TRBWA
- Covering letter (no more than two pages)
- Resume
- Academic Transcripts
- Parish Priest Reference
- [Application For Employment Form](#)