



Engagement and Pathways Liaison

Title	Engagement and Pathways Liaison
Classification	Category B
Time fraction	Part Time (0.40 FTE)
Appointment duration	Fixed Term - 1 year
Date Reviewed	October 2025

Whitefriars College provides a quality education for young men grounded in the Catholic Carmelite tradition that emphasises critical thinking, the search for meaning and how to contribute to the common good of society.

The College supports every student to seek and achieve excellence in their learning, their relationships, and their participation in the community. Students are invited to appreciate the Christian worldview and see the goodness of God in themselves, all others and the natural world. Our aim is to enable our young men to look beyond themselves with a moral compass and social conscience and to approach life with intelligence, inner strength and gentleness. At Whitefriars College we value:

- **Faith** Shared faith expressed through contemplation, community and service.
- **Gentleness** The expression of gentleness as the intelligent way to express masculinity.
- **Excellence** Excellence and collaboration in learning, teaching and in all we do.
- **Respect** Positive, inclusive and respectful relationships across our community.
- **Justice** Action and advocacy for equity, justice and environmental stewardship through words and deeds.

Commitment to Ethos

All staff in the Catholic school have an indispensable role to play in furthering the mission of the Church. It is expected that all staff employed in a Catholic school:

- accept the Catholic educational philosophy of the school.
- develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work.
- by their teaching ministry, other work and by personal example strive to help students and families to understand, accept and appreciate Catholic teaching and values.
- avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community, in whose name they act.
- Continuously work towards their accreditation to teach in a Catholic School as per the Victorian Catholic Education Authority (VCEA) policy.

Furthermore, it is expected of all employed at Whitefriars College that they accept and support the ethos of the Carmelite order, along with activities directed at the broader aims of the College.

Whitefriars College is committed to strengthened practice for the protection of children in line with the Victorian Government child safety reforms and **Ministerial Order 1359**.

Catholic school communities place the highest priority on the care, wellbeing and protection of children and young people. Founded in Christ and sustained by faith, Catholic schools seek to fulfil their mission of enabling each student to come into the fullness of their own humanity. This includes paying attention to the inherent dignity of children and young people, and their fundamental right to be respected, nurtured and safeguarded by all. Whitefriars College staff and volunteers are instructed about the school's child safety policies and are expected to comply with the school's obligations and understanding of a child protection culture and minimisation of the risk of child abuse. Staff and volunteers are provided with appropriate training and development opportunities, as well as ongoing supervision and management, to ensure their conduct is consistent with the school's child safety and wellbeing policies and procedures.

Overview

The Engagement and Pathways Liaison supports the wellbeing, engagement, and future pathways of students who are identified as being “at risk” (Years 9–10) as well as students enrolled in the VCE Vocational Major (VM) program.

This role provides targeted intervention for students experiencing barriers to learning, including social and emotional challenges, disengagement, cognitive needs, and uncertainty about post-school options. By fostering connectedness, building employability skills, and supporting individualised learning strategies, the Engagement and Pathways Liaison enhances student wellbeing, retention, and long-term outcomes.

The position works closely with the College Wellbeing Team, teachers, families, and external agencies to create a supportive, practical, and future-focused learning environment.

Attributes and Competencies

The Engagement and Pathways Liaison is expected to exhibit the following attributes and competencies:

- Strong interpersonal and communication skills; able to build trust with students and families.
- Empathy, patience, and resilience in supporting young people with diverse needs.
- Knowledge of adolescent development, wellbeing frameworks, and applied learning pathways.
- Ability to design and implement targeted interventions and wellbeing programs.
- Strong organisational and administrative skills, including data management and compliance reporting.
- Proficiency in digital tools for communication, record-keeping, and learning support.
- Capacity to work independently and collaboratively within a multidisciplinary team.
- Commitment to Child Safety Standards and the values of Whitefriars College.

Key Responsibilities

Student Wellbeing and Engagement (Years 9–10)

- Support students at risk of disengagement through tailored interventions.
- Collaborate with teachers and wellbeing staff to provide strategies for classroom engagement.
- Facilitate small group programs or one-to-one mentoring to build resilience and confidence.
- Monitor student attendance, progress, and connectedness.

Pathways and Employment Readiness (VCE VM)

- Assist VM students in identifying career aspirations and developing personal pathways.
- Coordinate and support Structured Workplace Learning (SWL) and work placements.
- Provide skill-building opportunities in self-management, resilience, communication, and employability.

Agency and Family Liaison

- Maintain strong partnerships with families, College psychologists, and external services.
- Link students with relevant community organisations, training providers, and employers.
- Act as a bridge between the school and external stakeholders to support student success.

Data, Documentation, and Compliance

- Maintain accurate student records, including wellbeing notes, attendance, and program engagement.
- Contribute to NCCD documentation for funding eligibility.
- Assist with reports, PSG meetings, and program evaluations.

Selection Criteria

Essential:

- Qualifications in Education, Youth Work, Career Development, Social Work, Psychology, or a related discipline (or progress toward such).
- Experience in supporting young people within educational, vocational, or wellbeing settings.
- Knowledge of student engagement strategies and vocational pathways.
- Demonstrated capacity to deliver wellbeing support and pathway mentoring.
- Strong organisational, problem-solving, and teamwork skills.

Terms and Conditions

- 0.4 FTE (2 days per week) with flexibility around allocation of time between Year 9–10 engagement needs and VCE VM pathways support.
- Term-time only, with some additional planning and reporting responsibilities as required.

Terms and Conditions of employment are as per the Catholic Education Multi Enterprise Agreement 2022 (CEMEA 2022).



Application

Applicants should submit:

- A covering letter of *no more than one page* outlining why the application is being made for the position
- A response of *no more than one page* on your ability and experience that will enable you to undertake the various aspects of the role
- An up-to-date Curriculum Vitae
- The names and contact details of at least three relevant referees

Applications should be addressed to **Mr Mark Murphy, Principal, Whitefriars College** no later than **4.00pm on Monday, 3 November 2025**

Any enquiries regarding the role should be directed, in the first instance, to Ms Nipuni De Silva, Human Resources Manager on 9872 8214.