



St Vincent's College
Potts Point



MARY
AIKENHEAD
MINISTRIES

UNDER THE STEWARDSHIP OF MARY AIKENHEAD MINISTRIES
IN THE TRADITION OF THE SISTERS OF CHARITY



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St Vincent's College
Potts Point

INTRODUCTION FROM THE PRINCIPAL OF ST VINCENT'S COLLEGE

Dear Applicant,

Thank you for enquiring about the position of Director of Pastoral Care. This is a newly created position in the Executive Leadership Team of St Vincent's College. The College has recently appointed a new Principal, Mrs Johneen McPherson, to lead the Community from 2027 and a new Deputy Principal, Mr Robert Anderson, from within the College. This partnership is ideally balanced to lead the College in both agendas of change and continuity. The position of Director of Pastoral Care will be pivotal in leading the care of the students into this exciting new phase of St Vincent's College.

Compassionate pastoral care of a diverse range of students is central to St Vincent's College ethos and identity. The new position will strengthen an already very effective team of Dean of Safe-Guarding and Deans of Early, Middle and Senior Years. The College's Pastoral Care is based on the Visible Wellbeing research of Prof Leah Waters (University of Melbourne). It uses the SEARCH framework which I have provided a brief introduction to in this package.

The recruitment phase will involve at least one panel interview, responses to an unfamiliar scenario and

comprehensive referee checking. Confirmation of the appointment will be made in time to allow four weeks of notice to be given in term time.

I encourage you to pursue your application. St Vincent's College is a wonderful College serving a vibrant community. The College Executive is well supported by a capable Board and the network of collegiality and stewardship by Mary Aikenhead Ministries.

Yours sincerely

Anne Fry
Current Principal





WHO WE ARE

St Vincent's College Catholic Day and Boarding school offers contemporary Catholic education for young women in Years 7-12. The College is conducted in the tradition of the Sisters of Charity and under the stewardship, vision, mission and values of Mary Aikenhead Ministries.

Drawing from these foundations, St Vincent's College understands the importance of an education which promotes awareness of the service of others. The College avoids visible ostentation, balances opportunities with responsibilities, and invites students to learn in a culture that is informing, transforming and empowering.

Young women who attend the College are supported to become:

INDEPENDENT IN THOUGHT
COMPASSIONATE IN ATTITUDE
CONFIDENT TO ACT



OUR HERITAGE

MARY AIKENHEAD

Mary Aikenhead was born on 19 January 1787 in Cork, Ireland. In 1815 she founded the Religious Sisters of Charity as a direct response to the poverty that surrounded her. Up until this time all religious congregations for women in Ireland were enclosed, meaning that these women were not active in working in the community.

This new congregation, the Religious Sisters of Charity, would be like no other congregation before it in Ireland. It was created specifically to witness to the love of Christ by being present in the community and of service to all those in need. Mary Aikenhead adopted *Caritas Christi urget nos* - the love of Christ impels us (2 Cor 5:14) as the new congregation's motto and her sisters took a fourth vow of service of the poor at profession. This remains integral to the charism of her congregation. Mary Aikenhead died

on 22 July 1858 in Dublin, Ireland. Her vision 'to give to the poor what the rich can buy with money' has continued for over 200 years.

In 2015 Mary Aikenhead was made 'Venerable' by the Catholic Church, the second of four steps towards canonization. This recognition by the Catholic Church is just one of the many testaments to the holiness that was at the heart and soul of all Mary Aikenhead's achievements.

In 1838 the Sisters' mission extended to Australia where they began helping those in need, especially the convict women of Parramatta. On May 1, 1858, the Sisters of Charity founded St Vincent's School on its present site as a co-educational primary school.





THE SISTERS OF CHARITY OF AUSTRALIA

During a visit to Ireland in 1836, Australian based Bishop Polding had spoken to Mary Aikenhead about the work she and her sisters were doing to alleviate poverty in Ireland. Conscious of the ever-increasing needs of those in the penal colony of New South Wales, Bishop Polding approached Mary Aikenhead requesting that some of her sisters come to Australia and help women convicts. With the support of Dublin's Archbishop Murray, Mary Aikenhead asked for volunteers. The Religious Sisters of Charity had been established in Ireland for 23 years when five sisters left for the penal colony of New South Wales on 8 August 1838. They arrived on the ship, Francis Spaight, in Sydney on New Year's Eve 1838. These five women were the first religious women to come to Australia. In preparation for their work they carried with them a copy of the Constitutions of the Religious Sisters of Charity, manuscripts of all the retreats, exhortations and spiritual papers of the congregation, supplies of altar linens, vestments, a well-chosen collection of books and requisites for opening a school. Mary Aikenhead also sent with them a black crucifix.

This was the first overseas mission of the Sisters of Charity. Deeply committed to their vows, Constitutions and founder, Mother M. John Cahill, Sisters M. John Baptist de Lacy, Francis de Sales O'Brien, Francis Xavier Williams and Lawrence Cater worked tirelessly to establish and grow their work in Australia. Having the support of the English government, the Sisters of Charity were free in these early years to visit convicts at the Female Factory, patients at the hospitals, inmates in jail and pupils at the schools, and hold evenings classes for adults.

On 9 April 1839, novice Francis Xavier Williams, was professed at St Patrick's Church, Parramatta. She was the first religious woman to take her vows on Australian soil. Further information can be found on the [Sisters of Charity](#) website.



ST VINCENT'S COLLEGE

With the help of their supporters in the Sydney community, the Sisters purchased the colonial mansion Tarmons from Sir Charles Nicholson on 8 February 1856. The Sisters hoped that Tarmons, with its large, open grounds, grand carriageway and majestic, spacious residence, would be ideal for a hospital and convent. They moved into Tarmons in March 1857 and named their new convent 'St Vincent's Convent' after St Vincent de Paul. After converting Sir Charles' library into a chapel and refurbishing the other rooms as hospital wards, the Sisters opened St Vincent's Hospital in August 1857.

The purchase of Tarmons also enabled the Sisters to open their own convent day-school, St Vincent's School, in May 1858. The number of pupils averaged 129 per week. In 1870, the hospital was transferred to Darlinghurst and in 1871, the Sisters opened a small High School. In May 1882 the Sisters opened St Vincent's Ladies' College in one of the rooms that had been used for the high school. St Vincent's College is the oldest Catholic girls' school in NSW.

The Sisters of Charity have long been courageous and daring women, responding to the needs of the marginalised in all contexts since they first arrived in

Australia. Their vision, compassion, initiative and quest for social justice are values that continue to be instilled in the young women of St Vincent's College today.

The Sisters believed in the value of a girl's education, the strength of a Catholic faith and a life supporting the growth of the individual. St Vincent's College continues to provide a high standard of education encouraging excellence, critical inquiry, independence in learning and above all, commitment to truth and personal integrity.

CAPITAL DEVELOPMENT/MASTER PLAN

The Potts Point Campus of St Vincent's is a mixture of iconic heritage buildings and more recent buildings and refurbishments. Significant work was undertaken between 2012-2016 resulting in a range of GPLA's, Specialist Rooms and a large circulation space that joined the Tarmons, Vincentia and Aikenhead Buildings. The next stage currently at final design will include a large multi-purpose space, new music and drama spaces, collaborative spaces and new Administration spaces.





MISSION, VISION AND VALUES

St Vincent's College is a dynamic learning community which cherishes its Catholic heritage. The College fosters creativity, discernment and leadership in the development of students to be courageous women of action.

St Vincent's College inspired by the heritage, tradition and charism of the Sisters of Charity and the values of Mary Aikenhead Ministries (MAM), are **Love, Justice, Compassion and Hope**. Mary Aikenhead adopted Ignatian Spirituality as her spiritual heritage for the Congregation, which always encourages each person to find God in all things. Through the process of experience, reflection and action, students at St Vincent's College are provided a framework in which they can: experience success in their academic studies; engage in meaningful

service activities; and utilise reflection and discernment in all aspects of their lives to become the people God dreamt them to be. Refer to the MAM document: ['By This Everyone Shall Know'](#).

St Vincent's College, Potts Point, emphasises core values of **Generosity of Spirit, Hope, Justice, Respect, and Service of the Poor**. These values are lived out through the College's pastoral care, fostering students' development into courageous, independent women of action. The college motto, 'Scientia Cum Religione' (knowledge and faith united), calls the College to take the wisdom and understanding that comes with education and combine it with the virtues and values of religion – love, compassion, care, justice – so that it may truly live a life modelled on that of Jesus and his concern for people.



INTRODUCING MRS JOHNEEN MCPHERSON

On behalf of the St Vincent's College Board, it is my pleasure to announce that Mrs. Johneen McPherson has been appointed as the 27th Principal of St Vincent's College, commencing in January 2027.

With the support of ANZUK, a rigorous and far-reaching recruitment process was conducted. The significant interest expressed from high-calibre candidates across Australia and internationally is testament to the very strong reputation of St. Vincent's College.

Mrs. McPherson is a highly accomplished and faith-filled educational leader, with extensive experience teaching in and leading Catholic independent girls' schools in Australia and the UK. Most recently, she served as Headmistress of St Catherine's School Twickenham, London, where she led whole school improvement across teaching and learning, pastoral care, staff culture and strategic development.

Across her career, including senior roles at St Mary's Ascot and Wycombe Abbey, Mrs. McPherson has demonstrated a deep commitment to academic rigour, evidence informed practice, and the development of programs that support the growth of every student. She has led significant advances in student tracking, assessment and personalised pathways, alongside strengthening provision for both high-performing students and those requiring additional support. Central to Mrs. McPherson's leadership is her authentic and active Catholic faith. She brings a deep understanding of the formation of young women in contemporary contexts, grounded in dignity, respect, service and social justice.

Mrs. McPherson is also recognised for her relational and strategic leadership. She has built high-performing teams, fostered professional growth in

staff, and strengthened community engagement through meaningful partnerships with families, alumnae and the wider Church. Her leadership reflects both courage in decision-making and a collaborative, reflective approach that draws others on the journey with her.

Importantly, she brings a clear understanding of contemporary challenges and opportunities facing girls' education, including wellbeing, digital change, and the importance of student voice. Her leadership has consistently prioritised environments where young women feel known, valued and empowered to thrive.

Mrs. McPherson was drawn to St Vincent's College by its strong sense of community, its commitment to excellence, and its enduring mission to form courageous women of action. She is deeply aligned with the values of Generosity of Spirit, Hope, Justice, Respect and Service of the Poor, and is excited to lead the College into its next chapter.

As we look ahead, we do so with great confidence in Mrs. McPherson's capacity to honour the College's rich history while leading with vision, faith and integrity into the future. She is looking forward very much to joining and leading this community. She said,

"It has been a pleasure to learn more about the great culture and successes of St Vincent's College, and I am delighted and honoured to be the next Principal. I look forward to meeting students, staff and parents over the coming months, and to leading the College in its next exciting chapter."

Mrs. McPherson (Johneen) and her husband (Stuart) recently returned to Australia from the UK. They have four adult children living in the UK.

We warmly welcome Mrs. McPherson to St Vincent's College and look forward to the leadership she will bring to our community.

Ms Kate Rayment
Chair, SVCL Board



GOVERNANCE

Mary Aikenhead Ministries (MAM) was granted canonical status as a public juridic person (PJP) of pontifical right by the Congregation for Institutes of Consecrated Life and Societies of Apostolic Life on 25 April 2008.

A PJP is 'the aggregate of persons or things with a purpose befitting the Church's mission'. It is a Church body established to perform specific tasks entrusted to it in view of the common good, and to perform these tasks on behalf of the Church. The accountability once exercised by the Congregational Leader and Council of the Religious Sisters of Charity were handed to its associated body corporate the Trustees as Canonical Stewards. In becoming the Canonical Stewards of Mary Aikenhead Ministries, the Trustees accepted the transfer of stewardship of the Apostolic Works of the Sisters of Charity from the 1 July 2009.

These entities were established by the Sisters of Charity Australia to oversee, carry on and expand their various health, aged care, education, and welfare ministries. Above all was the desire to ensure that the works of the Sisters in Australia would continue to grow and flourish through the enhancement of lay leadership.

The mission of Mary Aikenhead Ministries is central to its task and calls forth a response through its multiple expressions. From this mission, carried out on behalf of the Church, the values of **Love, Justice, Compassion** and **Hope** emerge as central to its expression and witness of the gospel.

Each ministry is invited to develop their particular values, whilst reflecting these foundational values always mindful of the poor, marginalised and vulnerable. Further information about Mary Aikenhead Ministries can be found at: <https://maryaikenheadministries.com.au>



TRUSTEES OF MARY AIKENHEAD MINISTRIES (TMAM)

Under Mary Aikenhead Ministries, many of the works established by the Sisters of Charity Australia are governed by a group of Trustees. The Trustees are:

- the canon law and civil stewards of the ministries (as such, the ministries report and are accountable to the Trustees); and
- charged with ensuring that the heritage, tradition and charism of the Sisters of Charity are taken purposefully into the future.

TMAM currently comprises six Trustees. Their profiles can be accessed on the MAM website.



St Vincent's College, Potts Point, NSW
(Established 1858)



Catholic Ladies' College, Eltham, Vic
(Established 1902)

MARY AIKENHEAD EDUCATION LIMITED

The education ministry of Mary Aikenhead Ministries consists of four colleges governed by a public company limited by guarantee, [Mary Aikenhead Education Limited](#) (MAEL) of which Mary Aikenhead Ministries is the sole member.

The four Catholic girls' colleges originally established by the Sisters of Charity are in the states of New South Wales, Queensland, and Victoria. These four secondary Colleges serve the Australian community by providing high quality Catholic education within the wider context of Catholic education in Australia.



St Columba's College, Essendon, Vic
(Established 1897)



Mt St Michael's College, Ashgrove, Qld
(Established 1925)

ST VINCENT'S COLLEGE BOARD

In 1993 St Vincent's College was incorporated as a Company Limited by Guarantee and the Sisters of Charity entrusted the governance of the College to a Board appointed by the Sisters. The Directors of the St Vincent's College Board are collaborators in the MAM educational mission. They contribute their expertise, experience and creativity to sustain and continually renew the life of the College. The Board is inspired by those who have gone before them and they accept that the future of St Vincent's College will be shaped by their choices and responses to current opportunities and challenges.

Mary Aikenhead Education Ltd (MAEL), which is the sole member of each company, exercises its authority, rights, and duties according to the MAEL Constitution and canon law.

As a company limited by guarantee, the Directors of St Vincent's College Board are accountable for the governance of the College to the Members of the Company (Mary Aikenhead Education Limited) within the context of the Mission of the Catholic Church and the Education Philosophy of Mary Aikenhead Ministries (MAM).

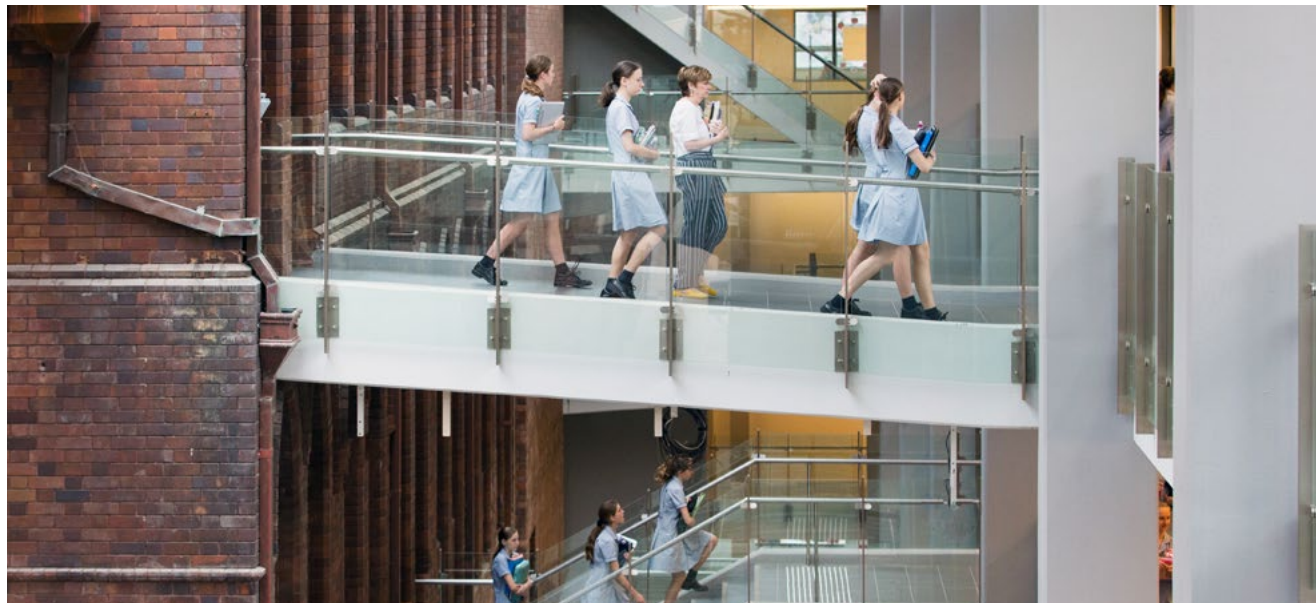
The Principal is appointed by the Board with the approval of MAM and is the Chief Executive Officer of the Company. The Principal is responsible to the Board for the implementation of the educational policy of the Board and for the internal administration of the College.

St Vincent's College Board Members

Board Chair	Kate Rayment
Directors	Garry M Hogden
	Justine Hughes
	Sean Rahilly
	Rose Reid
	Craig Wattam
	Justin Owen
	Liz Jackson
	Sean Mungovan

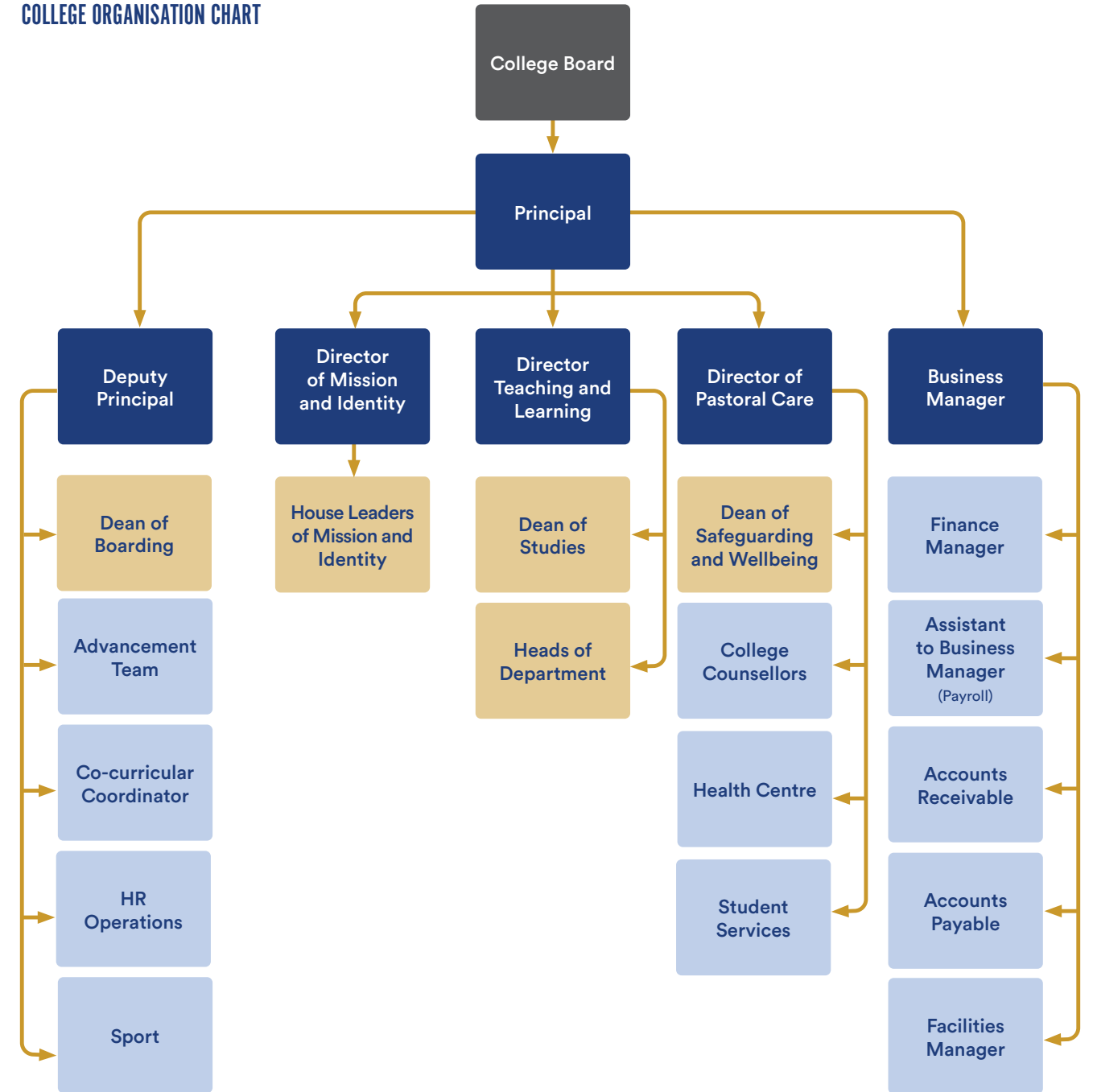
This structure of governance calls for a collaborative ministry that involves:

- The Trustees of Mary Aikenhead Ministries;
- The Board of Mary Aikenhead Education Limited;
- The Board Directors; and,
- The Principal of St Vincent's College, and all staff.



ST VINCENT'S COLLEGE TODAY

COLLEGE ORGANISATION CHART



- College Executive
- Professional and operational staff
- College Leaders

COLLEGE LEADERSHIP

The College Executive, will consist of the Principal, Deputy Principal and Director of Pastoral Care, Director of Teaching and Learning, Business Manager, and Director of Mission and Identity. Each of these senior leaders oversees different areas and aspects of the College.



Teaching Staff

74 (including the Principal)



Non-Teaching Staff

33



Full-Time Equivalent Teaching Staff

70.2

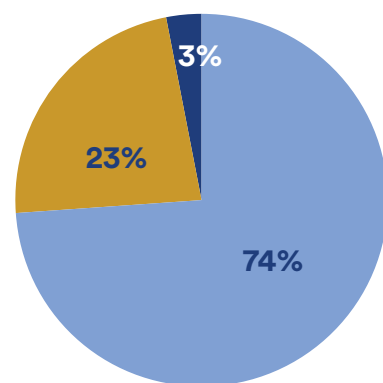


Full-Time Equivalent Non-Teaching Staff

30.7



Total male staff = 24
Total female staff = 50



Staff Qualifications

- Bachelor degree 55
- Masters degree 17
- PhD 2

STATEMENT OF CHILD SAFETY

The safe-guarding of young people is critical to every aspect of the operation of St Vincent's College. Governance and operation collaborate together to ensure best practice in the safe-guarding of young people with compassion and compliance.

St Vincent's College is committed to the safety of young people.

We support the right of young people to be informed, transformed and empowered.

We listen to our young people and learn from their insights and wisdom.

We believe that everyone in our community has a role to play in ensuring a safe environment for young people.

If a student feels unsafe, she is encouraged to seek support from her Tutor Teacher, Dean of Early, Middle or Senior Secondary, College Counsellor, Pastoral Dean of Students, Deputy Principal, Principal or any trusted member of staff.

BOARDING

St Vincent's College has a strong history as a Boarding School. It is home to a relatively small number of boarders but the facility allows enrichment of other aspects of our College. Most significantly the Boarding program has allowed for the introduction of Xtend Day and Stay Programs. These programs allow day students to stay for supervised and supported study options. The residential and catering facilities have potential for use in non-term time, and the College Canteen is operated under the same catering contract as the Boarding School.

The Boarding Program provides a 'residential' feel for the entire College as it creates visibility and vibrancy well into each evening and throughout the week. The Boarders are often described as being at the heart of Vinnies' life.





STUDENTS

As a Secondary Catholic school with over 168 years of tradition, St Vincent's College caters for a diverse range of students from over 50 primary schools from just around the corner to far western New South Wales. These rural and regional students live in the Boarding House.

In 2025, there are 763 students enrolled from Years 7 to 12. The major intake year for students is Year 7, although entry is possible throughout other years. Of the 763 students, 51 are residential and 16 are indigenous students.

The College is academically non-selective. St Vincent's College has a strong diverse learning program which supports all students to achieve to the best of their abilities.

As a Catholic Girls' College, the majority of students identify as Catholic. There are families and students who identify with different religious denominations who are warmly welcomed into the College.

PASTORAL TEAM

The Pastoral Team is based on a Deanery model – a Dean of Early, Middle and Senior Secondary. Each Dean has responsibility for a particular stage of education – 7 and 8 (Early); 9 and 10 (Middle) and 11 and 12 (Senior) and ensures an integration of the pastoral, academic and spiritual care of each student. The Team is supported by a full-time counsellor, a part-time psychologist, a College nurse and a Dean of Safe guarding and Wellbeing.

HOUSE AND TUTOR SYSTEM

St Vincent's College has a vertical House system, combining students from Year 7 to Year 12, which is an integral part of life at the College. There are six Houses: Aikenhead, Cahill, Cater, de Lacy, O'Brien, and Williams. Each proudly bears the name of their patron, women of faith whose stories are inextricably linked to the heritage of the College. Students remain in the one House throughout their time at the College. Each House is divided into 8 vertical Tutor groups.

The House Group system provides the opportunity for students and staff to foster strong relationships with each other, and affords many opportunities for students to gain leadership experience, as the need for mentoring younger students is implicit in the structure.

Throughout their time at St Vincent's, students experience many co-curricular and whole-school activities through their membership of a House. It is, in effect, their 'home' within the school.

More information about the house system is available on the College website [here](#).

VISIBLE WELLBEING

Visible Wellbeing (VWB) is a research-backed educational framework designed by psychologist Professor Lea Waters (PhD) to combine positive psychology with classroom instruction. It centres on helping students and school staff systematically "see" and build mental health using the SEARCH framework. It focuses on **S**trengths, **E**motional management, **A**ttention and awareness, **R**elationships, **C**oping, and **H**abits and goals. By integrating these practices directly into daily teaching routines, Visible Wellbeing helps whole school communities build resilience and psychological wellbeing alongside traditional academic learning.

CURRICULUM

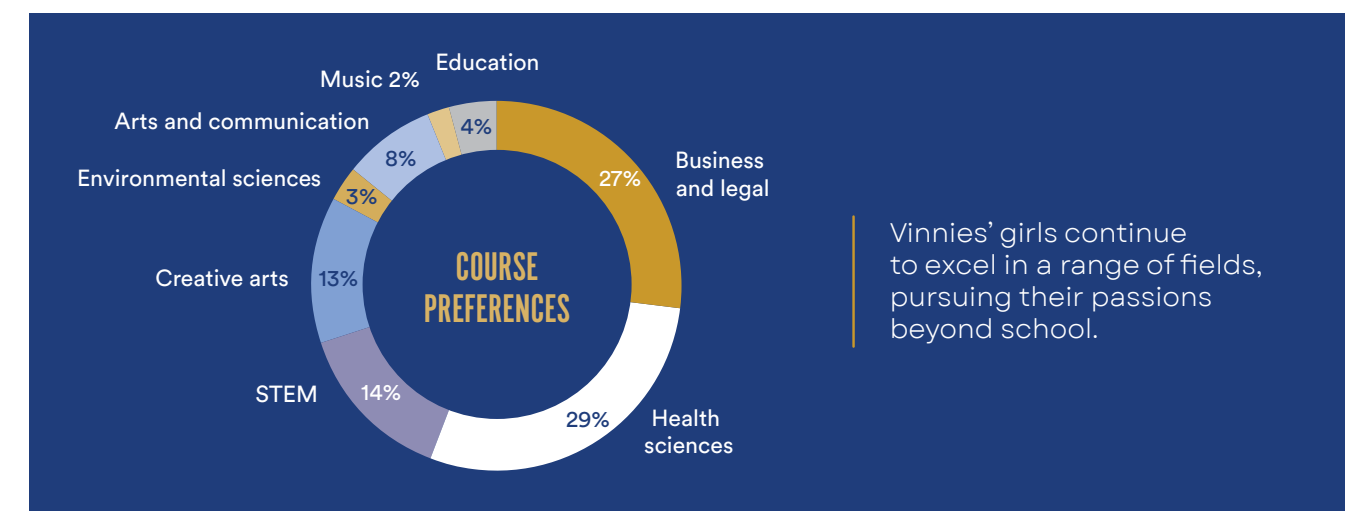
The St Vincent's curriculum provides opportunities for students to take risks with their learning, and to develop confidence in their ability to work both collaboratively and independently. They are challenged and taught to be problem solvers, to think creatively, to be hopeful about their future and to develop meaningful relationships with each other and their teachers. The curriculum allows them to pursue studies in learning areas of their choice and take on and excel in a variety of leadership roles.

Details about the teaching and learning program can be found on the College website [here](#).

CO-CURRICULAR PROGRAM

At St Vincent's College learning also occurs beyond the traditional classroom environment. Students enjoy the benefits of an exciting and extensive co-curricular program that nurtures mind, body and spirit and builds individual confidence and self-esteem.

Details about the co-curricular program can be found on the College website [here](#).





ROLE DESCRIPTION – DIRECTOR OF PASTORAL CARE

POSITION PURPOSE AND OVERVIEW

The Director of Pastoral Care supports the Principal by exercising quality leadership of the St Vincent's College Potts Point community. The Director of Pastoral Care assists in the development of the Catholic character of the College and the fostering of the charism of Mary Aikenhead and the tradition of the Sisters of Charity.

The Director of Pastoral Care has responsibility for the welfare of students and will lead areas of College life that form the student experience, working closely with the Deputy Principal, Director of Mission and Identity, Director of Teaching and Learning, the Dean of Safeguarding and Wellbeing, the Dean of Boarding, other Deans, and other relevant staff.

As this is a new position at the College for January 2027, there may be some amendments to the role description after the year begins, to suit the needs of the College, the strengths of the postholder, and the collaborative responsibilities of the Executive Team.

Direct Reports

- Dean of Safeguarding and Wellbeing
- College Health Centre
- College Counsellor
- Student Services Secretary

Key Areas of Responsibility

1. Catholic Identity and Mission
2. Executive Leadership
3. Strategic Leadership of Pastoral Care and Wellbeing
4. Student Leadership and Engagement
5. Student Support Services
6. Other

1. CATHOLIC IDENTITY AND MISSION

- Gives personal witness to the values and beliefs of the Catholic Church;
- Supports the development of a College culture that is in harmony with the Catholic tradition, the charism of Mary Aikenhead, the spirituality of

Ignatius of Loyola and the heritage of the Sisters of Charity;

- Encourages appreciation and acceptance of these values and beliefs within the College community;
- Fosters the prayer and liturgical life of the College;
- Supports and promotes the faith formation program of the College; and
- Supports and promotes the Religious Education program of the College and the centrality of Religious Education within the curriculum.

2. EXECUTIVE LEADERSHIP

- Provides support and to the Principal and other members of the Executive Team;
- Contributes to the design, implementation and evaluation of the Strategic Plan;
- Participates as a member of the College Executive;
- Provides regular reports to the Principal and Board as required;
- Assists the Principal, as required, with the selection, appointment and deployment of staff;
- Collaborates with the Principal, the Deputy Principal, the Director of Mission and Identity, the Director of Teaching and Learning, and the Business Manager in the implementation of College priorities;





- Assists the Principal and other staff in College goals and processes for student recruitment and retention;
- Communicates effectively with students, staff and parents, both verbally and in writing;
- Demonstrates a high level of skill in responding to parent concerns and complaints; and
- Supports College initiatives through leadership and active participation in community events.

3. STRATEGIC LEADERSHIP OF PASTORAL CARE AND WELLBEING

- Provides strategic leadership to the Dean of Students - Safeguarding and Wellbeing, working to support and strengthen safeguarding and child protection processes and policies;
- Ensures that student wellbeing, attendance and child protection procedures are maintained and reviewed as required;
- Supports the College's compliance obligations in relation to student wellbeing and safety, manages Bullying Reporting;
- Oversees student rewards and sanctions, including managing behavioural investigations, (alongside the Deputy Principal for serious breaches), and preparing reports for the Principal;
- Provides guidance and support to the Deans in complex or sensitive student matters; and
- Establishes effective processes for communication, collaboration and continuous improvement within the Dean team.

4. STUDENT LEADERSHIP AND ENGAGEMENT

- Leads the development and implementation of the College's student leadership framework;
- Oversees the selection, formation and ongoing development of student leaders, alongside the Principal and the Director of Mission and Identity;
- Mentors and supports College Captains and other senior student leaders;
- With the Director of Mission and Identity, fosters the formation of student leaders;

- Co-ordinates Assembly program across the College
- Promotes authentic student voice and student participation in College life; and
- Works collaboratively with the Director of Mission and Identity, and the Deans, to foster leadership opportunities aligned with the College's mission and values.

5. STUDENT SUPPORT SERVICES

- Oversees the work of the Student Services Office, College Counsellors, the College Nurse, and Student Services Secretary;
- Ensures effective coordination of student support services across the College;
- Facilitates appropriate communication between support staff, Deans and the Principal; and
- Supports the delivery of timely and appropriate interventions for students requiring additional pastoral support; and
- Works with the Director of Teaching and Learning to ensure the College's goals and processes for pastoral and academic care are aligned and purposeful.

6. OTHER

The Director of Pastoral Care reports regularly to the Principal and undertakes a teaching load commensurate with the responsibilities of the role, as discussed with the Principal. The teaching allocation may vary from term to term according to the operational and strategic needs of the College.

The duties and responsibilities of the Director of Pastoral Care include work out of hours, for instance supporting College evening events, and attending student camps and retreats. Duties may also vary over time under the guidance of the Principal and to suit the needs of the College.

TENURE

A permanent appointment to the College as a teacher will be made, but there is a five (5) year tenure on the leadership component. On completion of a satisfactory performance review, a subsequent contract may be offered.

Review of Tenure of five (5) years.

POSITION DESCRIPTION AND REQUIREMENTS

ESSENTIAL REQUIREMENTS

- A deep understanding of and capacity to actively promote the Catholic ethos and unique charism of St Vincent's College.
- Leadership experience in middle or senior roles – that is, Year Level, House Co-ordinator or Assistant Principal.
- Experience managing complex student case files, mental health interventions and working alongside external agencies.
- Child Protection training – completion of mandatory Child Protection and reporting training demonstrating comprehensive knowledge of NSW Child Safe Standards.
- NESA registration to teach in NSW.
- Working With Children Check.

DESIRABLE REQUIREMENTS

Experience in integrating the spiritual dimension into a holistic wellbeing programs.

Comprehensive knowledge of contemporary student wellbeing and behavioural frameworks such as Visible Wellbeing or other positive behaviour programs.

TERM OF APPOINTMENT

This role is a full-time appointment for an initial period of 5 years, with the possibility of renewal at the discretion of the College Principal.

POSITION LOCATION

The primary location for this position shall be the campus of the College at Rockwall Crescent, Potts Point, Sydney. From time to time the Director of Pastoral will be required to travel to various parts of New South Wales or interstate.

EMPLOYMENT SCREENING

Preferred candidates will be required to have a current National Criminal History Check and a Working with Children Check. Appointment will be subject to satisfactory check outcomes.



APPLICATION PROCEDURE

Prospective candidates are required to submit the following documents as part of their application for this position:

1. Provide a covering letter addressed to Mrs Johneen McPherson, outlining the reasons for your application. In that letter (of no more than 2-3 pages) we would like candidates to respond to the Selection Criteria. These selection criteria have been reduced into categories to avoid the need to address every individual aspect of the role responsibilities.
- Catholic Identity

• Executive Leadership

• Wellbeing and Pastoral Care Leadership

• Student Leadership and Engagement

• Student Support Services

2. Provide a current Curriculum Vitae with the names of three referees, including someone who can attest to your suitability for a leadership role in a Catholic School (Parish Priest, School Chaplain, Member of Religious Congregation, etc).

Please email your application to principalspa@stvincents.nsw.edu.au
Applications close on 23 October 2026.

SELECTION AND APPLICATION SCHEDULE

Advertising commences	2026
Application closing date	23 October 2026
Shortlisting	26 October 2026
Interviews	23 November 2026
Interviews – Second Interview	As required
Announcement	Mid November 2026





**St Vincent's College
Potts Point**

UNDER THE STEWARDSHIP OF MARY AIKENHEAD MINISTRIES
IN THE TRADITION OF THE SISTERS OF CHARITY



**MARY
AIKENHEAD
MINISTRIES**

CONTACT

For enquiries contact
principalspa@stvincents.nsw.edu.au
or call 02 9368 1611

stvincents.nsw.edu.au

St Vincent's College was founded in 1858 and is an Independent day and boarding school for girls Years 7-12, located in an enviable position overlooking the city. The College and Boarding House provides a unique opportunity to live and learn amidst some of the best public infrastructure, and recreational facilities in Australia.

ADDRESS

Rockwall Crescent
Potts Point NSW 2011

Locked Bag 2700
Potts Point NSW 1335 Australia