



Team Manager – Marriage Relationship education service

- Lead a team of experienced professional adult educators
- Full-time position (occasional out of hours availability required)
- Lewisham based – salary packaging available

About the Role

You will use your adult education experience to lead:

- the ongoing development and delivery of our:
 - Marriage education courses, including group-work and couple-work;
 - Natural Fertility Services; and
- manage a team of 2 coordinators, 3 client service officers and over 20 (casual) educators whilst maintaining relationships with key stakeholders.

We require an experienced manager who has extensive experience in:

- Design and facilitation of psychoeducational programs
- Well-developed communication, liaison and networking skills
- Facilitation training skills
- Supervision/management competencies.
- Being able to prioritise competing tasks to meet organisation and program KPIs.

This ongoing full-time position is located at Lewisham and will require the Manager to be available for occasional after hours, weekend, and on-call work.

For information on our services visit:

www.catholiccare.org/family-and-individual-services/fertility-and-pregnancy/fertility-services/
www.catholiccare.org/family-and-individual-services/counselling-and-relationships/marriage-and-relationship-education/

About Us

CatholicCare Sydney is the official social services agency of the Catholic Church in the Archdiocese of Sydney. We are a leading not-for-profit agency providing care and support to people in Sydney across a wide range of social services: children and families, relationships, ageing, disability, employment, mental health and youth programs.

How to Apply

To apply for this role, please email jobs@catholiccare.org the following:

- a brief letter addressing the below selection criteria (we recommend that you provide examples that demonstrate the range, scale and complexity of your work experience by using each selection criteria as a separate heading) ; and
- a resume.

(Applications that do not address all the selection criteria or provide a resume only may not be considered).

Selection Criteria

- Ability to undertake the duties of the role in accordance with CatholicCare's Mission, Vision and Values and its Code of Ethics and Conduct
- Industry relevant experience coordinating and implementing services, and supporting individuals and teams to deliver client outcomes
- High level communication, consultation and negotiation skills
- Strong organisational and time management skills with the ability to multi task and prioritise
- Demonstrated understanding of child protection, domestic and family violence and other relevant legislation as required by service
- Demonstrated capacity to implement a person centred approach to service delivery
- Experience using electronic client record management systems
- Ability to travel between outreach locations and your base of Lewisham

More Information

For further information, contact Diana Borinski on 9509 1234.

Closing Date

Applications close 4.30pm Tuesday 21 January 2020.

CatholicCare requires the preferred applicant to undertake a National Criminal History Record Check prior to employment and may also require a Working with Children Check.