



Safeguarding Coordinator
Sisters of the Good Samaritan
Glebe NSW 2037

The Sisters of the Good Samaritan are seeking to employ an experienced Safeguarding Coordinator in a newly created part time role (22.5 hours per week), 3 year contract.

Primary Purpose of the Role

The primary purpose of this role is the co-ordination, oversight and monitoring of the obligation to the safeguarding of children and vulnerable adults across the Congregation in accordance with the tradition and charism of the Sisters of the Good Samaritan and in alignment with the National Catholic Safeguarding Standards and jurisdictional law.

When Archbishop John Bede Polding founded the Sisters of the Good Samaritan in 1857, he chose this name because he firmly believed that their work was about being neighbour to the poor and destitute women and children of Sydney. For over 160 years the Sisters of the Good Samaritan have been inspired by a simple yet powerful story, the Parable of the Good Samaritan (Luke 10:25-37.) They take as a living instruction Jesus' command to go and show compassion, go and 'be neighbour' to those most in need.

Our neighbour might be an impoverished child from a squatter village in the Philippines, a prisoner in Melbourne, a child at school, a refugee family, a single Mum at risk of homelessness or a woman escaping a home afflicted by family violence. Today, the Sisters of the Good Samaritan ministry of "being neighbour" stretches across Australia, the Philippines, Kiribati and Japan.

The Sisters of the Good Samaritan draw further inspiration from the Rule of Benedict. Though originally written for a group of monks, the Rule contains lessons for all contemporary people: about mercy and humility, about hospitality and welcome, and lessons about wise stewardship. The Rule is intended for those who seek God and seek peace, speaking to those who want to restore balance to their lives.

With these deep underpinnings, the spirituality of the Sisters of the Good Samaritan is one that is Gospel-based, offers practical compassion for those in need and is imbued with a wisdom for the real and complex issues of today.

Key Accountabilities and Role Dimensions

1. Provide advice to the Congregation Leader and Council on all matters related to the safeguarding of children and vulnerable adults.
2. Support the ongoing development of a culture of safeguarding of children and vulnerable adults in all areas of Congregational life and operations.
3. In consultation with the Congregation Leader and Council develop and or review policies to ensure the safeguarding of children and vulnerable adults.
4. Develop and assist with the implementation of Congregational policies and practices concerning the notification of and response to: abuse; investigations; reportable conduct, and other complaints as required.

5. Provide and or coordinate training and education to Congregation members, Oblates, staff and volunteers.
6. Maintain systems for accurate and up to date record keeping. Regularly conduct compliance checks.
7. Management of WWCC program ensuring all required staff, volunteers and all Congregation members have current WWCC and other required background checks.
8. Coordination of the safeguarding risk management system in alignment with Congregational risk management framework and policies.
9. Work with Congregation Leader to liaise with internal and external bodies regarding complaint management and supporting complainants with access to clinical and or pastoral support.

Essential Requirements

- Appreciation for and demonstrated alignment with the life, mission, spirituality and ethos of the Sisters of the Good Samaritan.
- Understanding of and respect for the teachings of the Catholic Church.
- Relevant tertiary qualifications (eg social welfare, psychology, employment relations or other related field).
- Knowledge of related civil legislation with experience in the practice of relevant legislation and legal processes.
- Excellent analytical skills and the ability to communicate solutions in a reasoned and practical manner.
- Experience in policy development and review.
- Excellent written and verbal communications skills.
- Ability to work calmly under pressure and manage a complex workload.
- Ability to act with tact, discretion and to maintain confidentiality.
- Attention to detail and strong organisational skills.
- Honesty, reliability and a high standard of integrity.
- Demonstrate an understanding of the impacts of childhood sexual abuse and respect for survivors of abuse.
- At least two years experience in a similar or related role.

Desirable Requirements

- Experience working in a Catholic entity and a familiarity with church structures.
- Experience working with Canon law.

The Sisters of the Good Samaritan are committed to the safeguarding and well being of all children and vulnerable adults we come into contact with across the environments in which we live and work. We prioritise the principles of safeguarding at all levels of our organisation.

The Safeguarding Coordinator must have a valid Working with Children Check for NSW and any other jurisdictions they may work in where they will come in contact with children as part of their role. The Safeguarding Coordinator must be prepared to undertake a National Criminal History Check.

Working Arrangements

The role is ideally based at the Congregational Centre at Glebe, NSW, however applicants from other states may be considered.

- Some travel may be required.
- Flexible working arrangements may be negotiated.

For enquiries about this position, or to obtain a full position description, please contact Natalie Acton, Director of Operations at: hr@goodsams.org.au or by telephone 02 8752 5314.

Applications for this position should be received by October 18, 2019 and can be addressed to Natalie Acton and submitted by email to: hr@goodsams.org.au