

- provide opportunities for induction and ongoing formation of staff in their personal faith journey and in the teachings and practices of the Catholic Church
- ensure that employment practices will be fair, just and transparent and will include compliance with all industrial and legislative requirements
- maintain just and equitable remuneration benefits and conditions
- work towards an appropriate balance between employee's responsibilities and their rights
- be informed by contemporary organisational employment practice
- conduct appropriate employment screening for all child related employment
- provide appropriate training to those involved in the employment process
- maintain a documented reference of current practice in a published format
- monitor and report on employment processes.

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Archdiocese of Brisbane
Catholic Education Council

Employment of Staff POLICY

APRIL 2009

Policy Statement FOR BRISBANE CATHOLIC EDUCATION SCHOOLS





EMPLOYMENT OF STAFF POLICY

FOREWORD

This revised policy statement reflects the Archdiocese of Brisbane's ongoing commitment to just, equitable, consistent and transparent employment practices in the employment of staff for Catholic education.

In his Encyclical Letter, Pope John Paul II, stated

"... work is a fundamental dimension of human existence on earth ... the basis for determining the value of work is not primarily the work being done but the fact that the one doing it is a person... However true it may be that the human person is destined for work and called to it, in the first place work is 'for persons' and not 'persons for work'

(Laborem Exercens., N 4, 6.)

As they enact this policy our education vicariate will continue to manage the employment of qualified and dedicated staff who share in the educational ministry of the Church in the Archdiocese.

At all times Catholic education will be committed to the formation, implementation and monitoring of just and equitable employment practices that uphold the dignity of the worker and protect the right of both the employer and employee.

This policy statement has been developed through a consultative process involving school officers, classroom teachers, school principals, senior administration staff, clergy, parents and other stakeholders.

I commend this policy statement to those involved in Catholic schooling in this Archdiocese. I have no doubt that through the implementation of this policy our commitment to education as part of the overall mission of the Archdiocese will be supported through the selection, appointment and on going professional development of dedicated staff.

Sincerely in Christ,

Most Rev John Bathersby DD
ARCHBISHOP OF BRISBANE
April 2009

INTRODUCTION

The Church's social teaching on labour and work, since the encyclical *Rerum Novarum* (1891), has consistently stressed the character and context of relationships between employers and employees. This relationship is especially important as it relates to an understanding and appreciation of the ethos and purpose of Catholic schools. This purpose is well articulated in *The Catholic school on the threshold of the third millennium* (1998).

The endeavour to interweave reason and faith, which has become the heart of individual subjects makes for unity, articulation and coordination, bringing forth within what is learnt in school a Christian vision of the world, of life, of culture and of history. (p.17)

These relationships are initiated and established from the beginning of the employment process and continue over the life of the employment contract.

In addition to engaging in contemporary employment practices, Catholic social teaching and Canon Law we are also subject to civil legislation.

"... the Church considers it her task always to call attention to the dignity and rights of those who work, to condemn situations in which that dignity and those rights are violated, and to help to ... ensure authentic progress by man (sic) and society" Laborem Exercens

RATIONALE

Catholic education is integral to the Church's central mission of promoting the gospel of Jesus Christ. The Archdiocesan vision for Catholic Education to teach, challenge and transform forms the basis for this educational mission.

This ministry is sustained by employees who are professional, qualified and committed to our values, traditions and practices. By virtue of this commitment, policy and practice need to reflect both the current professional requirements as well as the need for dedicated staff willing to share in the educational mission of the Church.

We are committed to the formulation, implementation and monitoring of contemporary and just employment practices that protect the rights of both employer and employees. Employment processes will apply appropriate legislation including the *Anti-Discrimination Act 1991*, *Privacy Act 1988*, *Equal Opportunity for Women in the Workplace Act 1999*, the *Commission for Children and Young People and Child Guardian Act 2000* and the *Education (Queensland College of Teachers) Act 2005*. There will be processes to ensure that teachers are appropriately registered and that non-teaching employees hold a Positive Notice (*Blue Card*) for Child Related Employment.

We are committed to ensuring that the inherent dignity and human rights of the individual are honoured in our employment practices including the right to just remuneration and conditions.

CONSEQUENCES

We will:

- ensure that employees have an understanding of the *Statement of Principles for Employment in Catholic Education* and adhere to them
- ensure that staff as appropriate to their roles are provided with clarity of expectations regarding their commitment for the Catholic ethos of the school and the mission of the Catholic Church