

Principal - Whitley College

- Baptist College of Victoria
- Theological Leadership Role
- Parkville, Melbourne based

As the Baptist College of Victoria, Whitley College is dedicated to providing high quality theological education and formation to all of those committed to the call of God and to the life and mission of the Church. This is an exciting opportunity to lead Whitley College into a new era with the retirement of the current Principal at the end of 2016 and the transition from residential college life. The College is focused on delivering theological, leadership, pastoral, and missional training for accepted ministerial candidates, as well as wider circles of leaders and others in and beyond Baptist congregations.

As Principal you will be responsible for

- Providing theological education through a comprehensive range of diplomas and degrees, professional development opportunities, advanced research programs, and innovative training initiatives thus fulfilling the mission of the College to equip men and women for leadership and service across the church and society.
- Ensuring the curriculum is innovative and inspiring and prepares students to succeed and progress;
- Leading and inspiring high standards of teaching and research within the College, and continuing to improve the student experience
- Creating a learning, pastoral and social environment for all staff and students that nurtures respect, safety and fairness;
- Ensuring a high level of collaboration with the wider Baptist community.
- Managing all of the College's resources: financial, people, infrastructure, and external relations; and
- Developing the College's profile within Victoria and beyond.

This role will be both challenging and rewarding and suits a visionary person who is committed to the formation of people through theological education for life and ministry, has the ability to inspire and build positive relationships with stakeholders and college staff, has demonstrated experience in transformative organisation leadership and is conversant with and appreciative of core Baptist values and commitments. A doctoral degree in theology or related discipline is required.

Closing Date: 22 August 2016

Application Details:

Enquiries about the position and applications may be sent to newprincipal@whitley.unimelb.edu.au

Applications must be no more than five (5) pages in length. In submitting an application, applicants should clearly demonstrate they meet the selection criteria as outlined in the [Position Description](#) and [Principal Profile](#) documents. Please review these documents prior to applying. They can also be obtained through Whitley College or the Baptist Union of Victoria.

Equipping leaders for a different world

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RESIDENTIAL COLLEGE of The University of Melbourne P: +61 3 9340 8000 F: +61 3 9347 8052

THEOLOGICAL SCHOOL Recognised Teaching Institution of the MCD University of Divinity (Provider Code 01037A)

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Whitley College is registered as a Charitable Institution and is endorsed as a Deductible Gift Recipient ABN 24 526 782 466



Role Description

PRINCIPAL, WHITLEY COLLEGE

ORGANISATION CONTEXT

As the Baptist College of Victoria, Whitley College is dedicated to providing high quality theological educational resources to all of those committed to the call of God and to the life and mission of the Church. Theological education is offered through a comprehensive range of diplomas and degrees, professional development opportunities, advanced research programs, and innovative training initiatives in fulfilling its mission to equip men and women for leadership and service in across the church and society.

Whitley College is a unique environment that encourages growth in all areas of life: academic, social, spiritual, and physical. We are a community that is egalitarian, close-knit, enthusiastic and friendly.

From 2016 Whitley College will pursue its strategic decision to focus specifically on forming leaders and fostering growth through theological education, training and research. The Principal will be required to lead and manage this Whitley as it transitions from providing both theological education and university student accommodation. This transformation will require significant cultural, operational and stakeholder change management.

PRIMARY OBJECTIVE

Reporting to the Chairman of the Whitley College Council, the primary objective of the Principal is to foster and maintain a clear vision for the college that reflects its theological mission and ensure that it is embraced by staff, students, the wider Baptist community, and others with an interest in theological education.

The Principal is responsible for:

- Equipping people for effective Christian leadership and service by delivering appropriate theological, leadership, pastoral, and missional training for accepted ministerial candidates, lay leaders and others.
- Ensuring high level collaboration with the wider Baptist community.
- Ensuring the curriculum is innovative and inspiring and prepares students to succeed and progress;
- Leading and inspiring high standards of teaching and research within the College, and continuing to improve the student experience
- Creating a learning, pastoral and social environment for all staff and students that nurtures respect, safety and fairness;
- Managing all of the College's resources: financial, people, infrastructure, and external relations;
- Developing the College's profile within Victoria and beyond.



Role Description

PRINCIPAL, WHITLEY COLLEGE

KEY RESPONSIBILITIES

Key Responsibility Area (KRA)	Responsibilities
Theological Leadership	<ul style="list-style-type: none">• Collaborate with the Baptist Union to deliver training programs for the Baptist Ministry for accepted candidates for pastoral leadership and ministry.• Deliver effective theological formation for lay leaders and all others seeking to be further equipped for effective Christian service.• Demonstrate collaborative leadership within the denomination that inspires excellence in ministerial training and theological formation across the Baptist community.• Provide theological leadership that engages the public and encourages their theological formation.• Focus the College's efforts on consistently reviewing the quality of its programs to ensure they meet the college's vision, are aligned with the needs of the Baptist Community and are responsive to external trends.• Develop processes to ensure the quality of teaching, learning and assessment are rigorous and provide a robust basis for improvement• Maintain close links with relevant professional bodies and ensure that the College meets the quality, accreditation and development needs of the disciplines;
Strategy and Planning	<ul style="list-style-type: none">• Implement and deliver the strategic and operational plans agreed by the Council;• Lead the strategic planning process within the framework set by the Council ensuring the mission and strategic direction of the college is clear, understood and embraced by all staff students and key stakeholders;• Once agreed by the Council, continuously monitor and review the provisions of the strategic plan by setting clear and realistic plans and targets for implementation.• Provide regular progress updates to the Chair and College Council highlighting progress and matters which require qualification, change or update.



Role Description

PRINCIPAL, WHITLEY COLLEGE

Key Responsibility Area (KRA)	Responsibilities
Operations Management	<ul style="list-style-type: none"> • Create a positive Christian working environment which promotes harmonious and productive working relationships within the College. • Oversee operations of the college through a Leadership / Executive team to ensure the College adheres to its stated values and Mission, and that Council decisions are implemented as agreed. • Ensure that the College complies with all statutory and regulatory responsibilities including, but not limited to, Occupational Health and Safety, Environmental, Financial, Equality and Diversity. • Ensure the College's management, human resources, financial and risk processes are effective, fit for purpose and compliant.
Financial	<ul style="list-style-type: none"> • Be accountable to the Council in overseeing the College's financial management • Ensure the continued solvency, process compliance and financial health of the college • Ensure timely and accurate reporting to the Council of financial statements and agreed performance indicators
Executive and Staff Leadership	<ul style="list-style-type: none"> • Inspire staff of the College at all levels to deliver the highest levels of performance and to provide an environment in which they are engaged, supported and will develop; • Ensure staff are properly qualified, motivated and encouraged to obtain the best possible results from students • Ensure that the appointment, assignment, grading, appraisal, suspension and dismissal of staff are within the framework set by the Council • Create a physical and social environment for all staff that is safe, supportive and promotes respect.
Stakeholder Management	<ul style="list-style-type: none"> • Be an outstanding ambassador for the College and ensure the College is appropriately and effectively represented to ensure its interests, reputation and standing. • Encourage the development of mutually supportive partnerships and alliances with the Baptist community, churches, other education providers, professional bodies and business to extend its reach and provision of theological education and training.
Governance	<ul style="list-style-type: none"> • Ensure that the Council receives the information in the way it needs to function effectively and to properly discharge its responsibilities. • Co-ordinate and oversee each function of the Executive Team, to ensure that it provides the Council with timely, accurate and relevant information, in both written and verbal reporting. • Ensure that the working relationships between the Board and the Executive Team are both effective and appropriate. • Support the Chair of Whitley College in any and all ways that might be required to discharge this responsibility.



Role Description

PRINCIPAL, WHITLEY COLLEGE

KEY RELATIONSHIPS

Chair of Council	Engaging in regular communication with the Chair of Council, in preparation for Council meetings and carrying out the decisions of Council.
College Council	To provide effective reporting to Council on the operations of the College; to propose strategic directions for the implementation of the College's mission and objectives, and to present operational plans and budgets which effectively carry out these strategic directions.
BUV Director Ministries	To maintain effective working relationships and communication with the DoM, to ensure the highest levels of co-operation and mutual support between the Baptist Union Leadership and the College.
Theological Faculty	As a member of the Faculty, to engage actively in the work of theological education and ministerial training.
University of Divinity [UD]	<ul style="list-style-type: none">• In conjunction with the Dean, ensuring effective accountability to the UD on all matters required within the Memorandum of Understanding between Whitley and UD, in terms of teaching, examining and reporting of academic activities.• Engaging in effective representation of the College's interests within the decision making and policy formulation processes of the UD.• Ensuring that effective reporting takes place, especially to the College Council, on policy matters developing within the UD, as they affect the interests of the College.



Whitley College - Principal Profile

Preferred Characteristics: We seek a person who embodies the following characteristics:

- Leadership - demonstrates, values, and develops.
- Maturity: a person of deep Christian faith with a pastor's heart.
- Personable: approachable, permission giving, non-anxious presence.
- Self-aware: understands themselves and their impact on others
- Creativity: innovative and sees possibilities beyond the norm.
- Stand-alone leader: courage, resilience, welcoming of feedback.
- Wisdom: discerning, respectful of different view points, fair-minded.

Preferred Commitments: We seek a person who shares the following commitments to: (not in any particular order)

- formation of people through theological education for life and ministry
- formation of pastoral and missional leadership
- their personal development and patterns of accountability
- the Baptist Union of Victoria: the local churches, agencies, and leadership
- working collaboratively with staff, faculty, and other partners, including theological education providers in the Asia-Pacific region
- healthy relationships with Baptist congregations and with other denominations
- the values named in the graduate attributes of Whitley College as described in the strategic action areas.
- the disciplines of theological and intercultural education, including postgraduate research and teaching in LOTE

Preferred Competencies: We seek a person who demonstrates the following competencies:

- experience in transformative organizational leadership
- managing organizations through times of significant transition
- a doctoral degree, preferably in theology or a related discipline
- managing organizations through a demonstrated understanding of the finance, human resources, legal, risk and marketing functional leadership required of a *Principal* level position
- experience in negotiating spaces between different and competing organizations
- ability to inspire and build an effective leadership team
- communication, delegation, and administrative skills
- contributes to the worship life of the College
- an active teaching, research, and publication profile
- demonstrable experience in adult education
- conversant with and appreciative of core Baptist values and commitments
- skills in promoting the public profile of the College, including use of digital media

Please Note: The search committee will use this profile when conducting character references. The Committee will seek references from an applicant's peers, friends, and also from staff who have served under her/his leadership.



Whitley College - Principal Profile
