



EXECUTIVE DIRECTOR

POSITION DESCRIPTION

JULY 2025

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Executive Director

Position Title	Executive Director
Reports To	Board of Lutheran Education Australia
About Lutheran Education Australia (LEA)	<p>The Lutheran Church of Australia (LCA) has a rich history in education with particular growth in the last quarter of the twentieth century. Today over 40,000 students receive their education in 77 Lutheran schools throughout Australia located in every state and territory (apart from the ACT). In addition, over 4,000 children are educated and cared for in over 60 Lutheran early childhood services.</p> <p>The Board for Lutheran Education aspires for Lutheran education to be a place where learning and love come to life, reflecting the aims of the Church.</p> <p>Our Lutheran learning communities, and all those who are part of them, are informed and sustained by the Word of God, and are encouraged and nurtured to grow to serve, shape and enrich the world. Lutheran learning communities draw upon the foundational beliefs and values of the Lutheran Church of Australia. Through faith in Christ, by the work of the Holy Spirit we are:</p> <ul style="list-style-type: none"> • Shaped by the gospel of grace, • Blessed by relationships, • United by Christ, • Marked by integrity.
Position Overview	<p>The Executive Director works with and on behalf of the Board for LEA (BLEA) to manage and implement BLEA decisions whilst ensuring that all operations of the LEA office are conducted professionally and efficiently. With strong, working relationships at its core, the Executive Director will work in collaboration and cooperation with the three Regional Directors to provide leadership for Lutheran education in Australia according to BLEA policy and to support the schools of the LCA in providing quality Christian education and being active in Christ's mission. As an agency of the LCA, while actively promoting Lutheran education, this role also engages with various Christian Education networks. This leadership role exemplifies the Growing Deep Leadership and Formation Framework purpose including Free to Flourish, the story for Lutheran schools and early childhood services, grounded in Christian beliefs and values and a catalyst for ongoing improvement and innovation.</p> <p>Contributing to the LEA strategic direction, the Executive Director will exhibit inspiring leadership, clear and effective communication, and coordinated management of a high performing team.</p> <p>The Executive Director will have a good understanding of the educational realities of today, education trends, the tensions and challenges facing families, and the ways in which the Gospel may be ministered through the vehicle of Lutheran learning communities.</p> <p>The Executive Director will also be responsible for financial management oversight of LEA.</p>

<p>Key Duties and Responsibilities</p>	<p>Strategic Leadership</p> <p>The Executive Director is responsible to the Board for implementing the strategic plan at the operational level. The Executive Director will work with the Board to renew LEA's three to five-year strategic vision. Therefore, the Executive Director is expected to:</p> <p>Understand and Lead Change</p> <ol style="list-style-type: none"> Understand the drivers of change affecting Australian Lutheran learning communities as a basis to inform plans and initiatives, Work with the Board to review LEA's Strategic Vision and interpret it to develop an action plan, Bring researched proposals to the Board for their consideration with regard to LEA's strategic development. Effectively communicate LEA's Vision to Lutheran learning communities and other key LCA stakeholders to build commitment, confidence, a shared understanding, and enthusiasm about the vision for LEA, and Regularly report to the Board on progress towards implementation of LEA's strategic plan. <p>Inspire and Motivate</p> <ol style="list-style-type: none"> Provide visionary, creative, and relational leadership to ensure the vision for LEA guides its operation and Use appropriate leadership styles that respond with sensitivity to each situation. <p>Initiate Improvement through Innovation and Change</p> <ol style="list-style-type: none"> Foster creativity, innovation, and the use of appropriate technologies, Use problem solving, creative thinking and strategic planning to ensure continuous improvement, and Support processes to implement change. <p>Representation</p> <p>The Executive Director will represent the LCA, BLEA and Lutheran schools to:</p> <ol style="list-style-type: none"> The LCA and its various committees and agencies, Australian Lutheran College (ALC), The Australian government and parliament, relevant ministries and other parliamentarians, Australian government departments and agencies, eg Department of Education, Other national educational bodies and systems, eg Independent Schools Council Australia (ISCA), National Catholic Education Commission (NCEC), Christian Schools Australia (CSA), Australian Associations of Christian Schools (AACS), Australian College of Educators (ACE), Australian Council of Educational Leadership (ACEL), and Identified overseas school systems eg Lutheran Schools Systems in PNG, Indonesia, Hong Kong, Germany, Canada and the USA. <p>Representation includes attending meetings, seminars and conferences; responding verbally and/or in writing to reports and discussion papers; gathering, collating, and disseminating relevant data on Lutheran schools.</p> <p>As well as presenting information and responses to the groups identified above, the Executive Director will communicate information received by representation to the relevant people and groups in the LCA and Lutheran schools.</p> <p>Promotion</p> <p>The Executive Director will:</p> <ol style="list-style-type: none"> Promote Lutheran schools as places of excellence in Christian education, Promote the career opportunities provided by Lutheran schools, Provide materials that appropriately represent LEA, Seek opportunities to define what is distinctive about Lutheran education and
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	<p>e. Publicise and promote the Lutheran school ethos and image within LCA congregations and the public.</p> <p>Research, Development and Planning</p> <p>The Executive Director will initiate and implement BLEA strategic planning by:</p> <ol style="list-style-type: none"> Managing a comprehensive database about Lutheran schools, Identifying trends that highlight needs and/or issues to be addressed by BLEA eg staffing requirements, Studying developments and trends relating to education and Christian schools, Promoting research and development opportunities for educators employed within Australian Lutheran education eg participating in forums, Facilitating the ongoing investigation of issues and opportunities addressed by conferences such as Australian Conference for Lutheran Education (ACLE), Advising BLEA on matters pertaining to the schools and their mission, and Support the review of policies, publications and formulation of public statements for BLEA. <p>Act as the CEO for BLEA</p> <p>The Executive Director will:</p> <ol style="list-style-type: none"> Ensure that the decisions of the Board are carried out, Act as Company Secretary in reporting matters eg Australian Securities and Investments Commission, and Oversee the effectiveness and promotion of LCA and BLEA policies and procedures in relation to schools. <p>Office Supervision, Management and Self Care</p> <p>The Executive Director will:</p> <ol style="list-style-type: none"> Supervise the proper and efficient maintenance of all records relative to the office of the Executive Director and LEA staff, Ensure that a database is effectively maintained of all staff employed, including their accreditation, in Lutheran learning communities, Manage and maintain all funds established by LEA, Prepare for and attend, as necessary, meetings of LEA, Supervise the work of all LEA employees and the tools and spaces required to enable their work, Actively care for their own physical, mental, emotional, and spiritual wellbeing, Prioritise and act constructively in response to numerous pressing activities and challenges, Use their faith as an integral part of making decisions, Participate in a yearly performance appraisal, and Use professional development and learning plans, staff feedback and annual appraisals to support a high performing LEA team. <p>National Leadership and Coordination</p> <p>Together with the Regional Executive Directors the Executive Director will provide leadership, management and administrative coordination:</p> <ol style="list-style-type: none"> regarding LEA activities and programs at the national level overseeing and maintaining staff accreditation, in the planning and development of Lutheran learning communities in Australia, and of national activities such as ACLE.
Key Relationships	<p>The Executive Director will be responsible to, and report to, the Board of LEA. Key relationships include:</p> <ul style="list-style-type: none"> BLEA, especially the Board Chair, The Lutheran Church of Australia including the Bishop of the Church, Regional Directors of Lutheran Education,

	<ul style="list-style-type: none"> • Australian Lutheran College, especially the Principal and Board Chair, and • LEA staff
Selection Criteria	<p><i>These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate. It is the expectation that the successful candidate for this leadership role is an active communicant member of the LCA.</i></p> <p>PERSONAL QUALITIES</p> <ul style="list-style-type: none"> • Supports and promotes the Christian ethos of LEA, and our Lutheran identity, • Has excellent inter-personal skills to build relationships, and grow connections in our learning communities, • Displays a track-record of strong leadership and self-management skills, • Exhibits discretion, confidentiality, compassion and integrity, • Is a curious, life-long learner with a vision for Lutheran education in Australia, • Communicates effectively and forms positive relations with a diverse range of stakeholders, and • Be a team-orientated leader. <p>QUALIFICATIONS AND EXPERIENCE</p> <ul style="list-style-type: none"> • Experience in: <ul style="list-style-type: none"> ○ working with and leading high-performing teams to achieve outcomes, ○ working with a wide range of stakeholders and ○ proven practice in using strong relational and interpersonal skills, • A degree or relevant Tertiary qualifications in Education; post-graduate Management or Education qualification, • Strategic leadership experience in the education sector, preferably in Lutheran schools, business and/or administration, and capacity to understand and be accountable for the compliance, governance and financial (budget) responsibilities involved in such management, • Demonstrated experience in contributing to and managing strategic plans • A good understanding of Lutheran theology, • Proficiency with the use of technology necessary to fulfil the requirements of the role, • Demonstrated leadership capacity and an ability to provide effective and professional administration team management. • Current Working with Children Check and current relevant Child Safety Training in line with LCA and LEA policy.
Classification	<p>Salary: Remuneration is based on experience and expertise (aligned to the Principal classification in the LESNW Enterprise Agreement)</p> <p>Tenure: Five-year tenure</p> <p>FTE: Full Time</p> <p>Location (Base): LEA Head Office Frome Street Adelaide</p>



HOW TO APPLY

Applications including a cover letter and CV should be addressed to Andrew Reed and Bernie Dyer. Please visit henderconsulting.com.au to apply.

For a confidential discussion, please call Andrew Reed or Bernie Dyer on (08) 8100 8848.

Please Note

Your application will be automatically acknowledged by a return email.