

Jubilee Year Ambassador Program

Guidelines for Principals



Melbourne Archdiocese
Catholic Schools

The Jubilee Year Ambassador Program is directed towards nurturing Catholic faith and spirituality in MACS schools. There is a distinctive Catholic teacher spirituality that addresses:

- how to be a faithful educator and leader in a Catholic school
- the role of prayer in Catholic schools
- our purpose of forming lives of faith, hope and love in the light of Jesus Christ
- the development of skills as a leader in a Catholic school
- the connection of faith to work in Catholic education.

Role of teacher ambassadors

It is expected that each school will have one–two Jubilee Year teacher ambassadors. These are members of the regular school staff and may include non-teaching staff. Teacher ambassadors may be part of the religious education or faith leadership of the school, or have an interest in nurturing their own faith or spirituality. They may be involved in other leadership or professional learning programs.

Teacher ambassadors act in a consultative, planning or implementing role for the Jubilee Year. The essence of being a teacher ambassador is in being engaged in faith in the school community. Teacher ambassadors provide an implicit example to colleagues, students and families, as a person seeking to live out the vision of Catholic education.

Relevant dates

What	When
Applications open	7 February 2025
Applications close	21 February 2025
Successful applicants notified	7 March 2025
Catholic Education Week	16–23 March 2025
Catholic Mission and Identity accredited professional learning programs	To be advertised
Australian Catholic Youth Festival (ACYF)	30 November – 2 December 2025



Selecting teacher ambassadors

Teacher ambassadors can be any school staff member, including teachers, and administration or education support employees. Qualities of a teacher ambassador include an interest in faith and leadership formation.

The school leadership team will give moral and logistical support to teacher ambassadors. For example, release time to attend accredited formation sessions, opportunities to speak at staff meetings or a place in the staffroom to display Jubilee Year information.

Teacher ambassadors will be encouraged and supported to attend or lead school groups to attend the ACYF, to be held in Melbourne from **Sunday 30 November to Tuesday 2 December 2025**.

Jubilee Year teacher ambassadors benefit from the program by:

- developing faith and leadership skills through formation, workshops and hands-on application
- gaining experiences that contribute to achieving personal and professional goals in their work in Catholic education
- attending Jubilee Year events including the 2025 ACYF.

Mission statement

Jubilee Year teacher ambassadors strive to enrich their school community during 2025 by promoting Jubilee Year events and local school initiatives for faith, fellowship and belonging. They encourage the school community to get involved through positive engagement in Jubilee Year activities. Teacher ambassadors work alongside student ambassadors to be the 'face' of the Jubilee Year in their school and wider Catholic community.

Position description

Jubilee Year teacher ambassadors are community role models and may be self-selected or nominated by school leaders. Teacher ambassadors must be committed to the values of Catholic education, the opportunity to gain knowledge, experience and understanding as a leader, and sharing their faith in the school community. Up to two teacher ambassadors may be selected from each school.

Duration

Ambassadors are appointed for the entire 2025 school year.

Responsibilities

Teacher ambassadors:

- contribute significantly to activities for faith, fellowship and belonging throughout the Jubilee Year 2025
- share their experiences with the school community
- represent the school at Jubilee Year events, including the 2025 ACYF
- participate, promote the joy of being part of a school faith community and have fun.

Time commitments

Teacher ambassador commitments comprise accredited formation opportunities, and participation in school-based and MACS-sponsored events. The Jubilee Year will culminate in ACYF.



Jubilee Year activities within the school

Our faith urges us to translate belief into action. Jubilee Year activities are actions that may occur regularly within a Catholic school community and can be adapted to include the Jubilee Year theme, 'Pilgrims of Hope', within individual contexts.

One of the main purposes of the Jubilee Year is to strengthen our faith life through a focus on hope. Through community-building activities, we can become authentic witnesses of the Catholic faith.

The following activities foster the spirit of community and connection to the greater work of Catholic education in Melbourne:

Liturgy and prayer

- Lead prayer or spiritual reflection on Jubilee Year themes throughout 2025, at staff meetings or professional learning opportunities
- Celebrate the Eucharist Mass
- Pray the Rosary
- Celebrate the beginning of each season, focusing on the beauty of each
- Share thoughts of the day/week or reflections/quotations for school bulletins
- Organise musical reflection
- Lead walking meditation or a local pilgrimage, pausing at certain points to reflect and pray. If there's time, stop for a picnic
- Plan a staff or student retreat.

Staff gatherings

- Follow the example of Jesus and use meals as regular occasions for gathering and teaching. Food is always a good way to bring staff together as a family and help build community
- Hold a morning tea to celebrate the beginning of the Jubilee Year. Commence this gathering with a prayer or prayer service, and consider giving staff a simple memento as a spiritual reminder
- Volunteer to bring treats on a monthly or weekly basis. Provide copies of a prayer or poem that staff can take with them
- Decorate the staffroom with the Jubilee Year theme
- Share sessions from workshops with staff. Provide an opportunity for staff to hear what was learned and experienced at the workshop.

Catholic social teaching

- Organise social actions, food drives or collections as part of this year of hope for all people, especially those who are disadvantaged
- Volunteer together at a community organisation
- Support Catholic social justice organisations.

School and parish collaborations

Organise pilgrimages to:

- your local parish church
- the Jubilee Church in your region
- one of the Pilgrim Places assigned by the Catholic Archdiocese of Melbourne
- St Patrick's Cathedral.

Jubilee Year resources are available on <https://jubileeyear.macs.vic.edu.au> from early 2025.



Frequently asked questions

Question: Do we decide the Ambassadors, or do we nominate and MACS decides?

Answer: Selection of Ambassadors will be decided by the school, using whatever process they decide.

Question: Once we have selected our Ambassadors, where do we send their names?

Answer: Ambassador details remain with the schools. We will only collect names if they register for PL or a MACS activity that requires registration.

Question: How do we register for the Commissioning Rite?

Answer: This will take place as part of the Mass of St Patrick for Schools. Registration will be through the usual channels.

Question: Where can I find more information about the Ambassador program?

Answer: On the MACS Jubilee Year website, under “Resources for school engagement” - <https://jubileeyear.macs.vic.edu.au/resources/>

