**Job Description – Chaplain**

# Job details

**Grade: KR8 (£26,598 - £30,333)**

**Reporting to:** Deputy Headteacher

**MAIN PURPOSE**

Support the school community in developing and living out the distinctive Christian vision and character of the school, through a rich diet of spiritual experiences and pastoral opportunities.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

**(These are in no order of priority)**

**Collective Worship:**

* To contribute to the planning and delivery of collective worship.
* To work in partnership with the Deputy Headteacher in shaping the collective worship program and to regularly lead the worship.
* To explore and develop how Holy Communion can be celebrated within the life of the school.
* To develop opportunities for students to lead, plan and evaluate worship if they wish.
* To be part of the collective worship quality assurance team to evaluate the impact of worship on the whole school community.

**Supporting the needs of the School Community:**

* To be available to all members of the school community – students, staff, parents, governors and beyond in a pastoral capacity.
* To act as a mediator as part of the support for the resolution of conflict and in situations where communication has become difficult.
* To actively contribute to the development of restorative processes as a means of promoting forgiveness and redemption.
* To develop an accessible timetable during the school week for pastoral support, but to also be available in times of crisis.
* To develop and support faith based co-curricular activities during lunchtime and after-school appropriate to the needs of the students.
* To participate in out of school activities such as school trips and residentials.
* To provide relevant input to subject teams and lessons in relation to role.

**Christian Ethos and Communication**

* To work with the school leadership in ensuring the distinctive Christian character of the school is lived out in all areas of school life.
* To act as the school’s Lead Chaplain and co-ordinate the work of the Chaplaincy Team.
* To help raise the profile of the school’s Christian foundation through the use of Christian symbols, installations and appropriate imagery around the school.
* To develop a Sanctuary space/base as a unique space on the school site for Christian reflection, worship and pastoral care.
* To attend key learning and access and inclusion meetings in support of the role.
* To strengthen communication with faith communities across Canterbury.
* To be part of the school’s transition programme with partner schools.

**Continuing Professional Development**

* To meet with the Deputy Headteacher for issues relating to staff training to meet the needs of the school community.
* To meet with a spiritual director.
* To take up opportunities for professional development in relation to role and understanding the school context.
* To link with the existing Diocesan Education Department network and training.

**PERSON SPECIFICATION**

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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** |
| Education and  Qualifications | * A degree or relevant qualification in youth work, teaching, or Christian ministry   (Or the aptitude to deliver the post with relevant transferable skills and experience whilst working towards a qualification). | * A recognised qualification in theology. * Ordained minister of the Anglican Church. |
| Experience | * Extensive experience of pastoral responsibility. * Experience of Christian youth ministry in a paid or voluntary capacity. * Experience of working in or alongside a secondary school environment and able to show sensitivity to school systems and processes. | * Experience of setting up and running spiritual activities for young people. * Experience of mentoring young people. |
| Skills and Abilities | * Ability to support/lead/resource collective worship and classroom worship. * Effective written and verbal communication skills. * Effective interpersonal and listening skills * Pastorally sensitive to both staff and students’ needs. * Awareness of issues relating to young people. * Ability to communicate and connect across the school community. * Proven capacity to professionally interact in a diverse range of contexts.  The ability to build and maintain good working / professional relationships.Able to develop mutual trust and respect with staff and students.  * Be able to work as part of a team whilst able to show and implement initiative. * Be able to nurture others in living out the Christian life. | * Understand Safeguarding (especially in a school context). * A good level of knowledge of the variety of expression of Christian faith, prayer, and worship. * Self-starter who is, creative, motivated and can work on their own initiative. * Ability to motivate both the students and staff especially in areas relating to faith. |
| Motivation | * Have a personal and deep Christian faith. * To act as an authentic Christian role model to students and school community. * Open to the possibilities of working in partnership with others (of all faiths and none). * To have an approachable, friendly nature and to be non-judgmental. * Sensitive, caring, patient and resilient nature. * A sense of humor. * Be open to the ideas and thought of others and able to ask for help when required. |  |