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| College Chaplain Job Description |

##### School Vision

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| Our vision is to serve our community. We provide a fully inclusive education that enables all to flourish and reach their God-given potential by living our values and serving each other with humility and love, for the greater good of all.  *For the Son of man himself came not to be served but to serve, and to give his life as a ransom for many’ (Mark 10:45).*  We believe a great values driven education has the power to transform futures. Every student who joins us will receive the very best education and will be prepared to take their place in the world with confidence, purpose, enthusiasm and strength of character. Our shared core Christian values of Love, Co-operation, Stewardship, Respect and Service permeate all the work undertaken in college. Students are encouraged to recognise the importance of education in their own fulfilment as individuals. | |
| Employment Details | |
| Job Title: | College Chaplain |
| Reports to (Job Title): | Principal |
| Type of Position: | Permanent |
| Hours of work: | 3 days a week (22.5 hours), 39 weeks per year. |
| Salary and Scale Point: | F1-F6 £14,894 - £17,201 (£27,860 - £32,176 FTE) |

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| **Job Purpose**:  Christ’s College is a co-educational Church of England with Ecumenical partners school for pupils aged 11-16 years in the Diocese of Guildford. We are seeking to recruit a gifted person to lead this effective chaplaincy maintaining its unapologetic Christian character.  The Chaplain is the lead for the development and delivery of high quality Christian Collective Worship. The Chaplaincy is fully inclusive of people from all faiths and none, encouraging an open, honest and friendly dialogue, where all views are respected in a spirit of generous hospitality and mutual learning.  We are looking for someone who will demonstrate and model Christian leadership and be central to the whole community at Christ’s College. We have a strong Christian foundation, which we are committed to. The Chaplain is regarded as an important member of the school community and is expected to have an interest in every aspect of the school’s life.  The Chaplain is a key pastoral figure in the school in promoting Christian values and leading the spiritual development of students and staff in line with the Christ’s College Christian ethos. The Chaplain forms part of the pastoral team and support the College Leadership Team to provide the best care possible for our young people and college staff.  The Chaplain has a major role in the pastoral care of all our students irrespective of their individual faith. It is the Chaplain’s task to bear witness to the reality of God’s love by the way they act throughout the college, in showing a profound interest and concern for all in our college community. We are looking for someone who clearly enjoys being with young people, who evidently listens to them, and who can quickly gain their confidence and trust. Among the various members of the staff and students might choose to seek out to discuss problems and issues, within the appropriate constraints of safeguarding policy, students must feel sure that their Chaplain can keep a confidence, and is a wise, discerning listener.  The College works in partnership with the Diocese of Guildford and the Diocese deploys a Youth Hub Leader who works in the school on supporting students develop and explore their Christian faith through an invitational approach rather than through proselytizing young people. The Chaplain will work closely with the youth hub leader to support their work ensuring that there is a joined up approach across the school but does not line manage them. |
| Main Duties / Responsibilities |

The Chaplain has responsibility for key areas of school life. The following descriptions should not be seen as discreet entities, but as closely interrelated, nor are they exhaustive.

To maintain, support, develop and enhance the Christian ethos and Anglican character of the school by;

* Promoting and actively supporting all members of the school community in living out the school’s vision statement to ‘Serve our community by providing a fully inclusive education that enables all to flourish and reach their God given potential’
* Working alongside the Principal and the Leadership Team, local incumbent and RS department in preparing for Statutory Inspection of Anglican/Methodist Schools (SIAMS); and addressing the key areas for development.
* Leading on the professional development on Christian ethos and Restorative Justice for staff and students
* Organising and leading appropriate opportunities for worship, reflection, celebration, prayer and thanksgiving
* Working with the hub leader and parish church to support the school to be a witness to the local community and building new networks and partnerships alongside current ones
* Ensure the school environment and displays reflect the school’s Christian identity.
* Developing a school retreat programme for pupils
* Including the local parishes in school celebrations, where appropriate
* Supporting and enhancing the RE curriculum, where appropriate
* Having input into the school development plan, its operation and review
* Challenging and supporting on standards, morals and the values of the Christian life
* Co-ordinating the school’s service projects and in helping our students’ give of themselves in service to the school and the wider communities.
* Attending where possible staff meetings and any other meetings as appropriate
* Engaging with Continual Professional Development (CPD) relevant to the role of chaplain.
* Using a collaborative style of ministry that encourages a team approach to chaplaincy to develop and lead a chaplaincy team.
* Offering opportunities of prayer for staff and students.
* Liaising with Diocesan agencies, groups and individuals, where appropriate

**Chapel environment**

* To oversee the use of the Chapel and ensure it is used for its spiritual purpose
* To ensure the Chapel environment reflects the school’s ethos
* To organise whole school Eucharist services and other acts of worship as appropriate, in the Chapel and elsewhere, including the Communion in the Community programme
* To organise and prepare relevant service sheets
* To research and produce resources for worship and reflection as required
* To be responsible for the and administer the Chapel budget and ensure the Chapel is appropriately resourced

**Assemblies, Collective Worship and Key Church Services**

* To coordinate a system of daily acts of worship across the whole school
* To monitor, advise and provide resources for school assemblies / Mentor meetings for Christian theological content
* To provide Christian themes of the week for assemblies and mentor group sessions
* To engage outside speakers
* To offer opportunities of prayer for staff and students.

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| **Person specification** | | |
|  | **Essential** | **Desirable** |
| **Qualifications and training** | * First degree or equivalent relevant qualification * Evidence of appropriate professional or ministerial development | * Qualification in Theology and Religious Studies. * Anglican Priest |
| **Experience** | * At least three years’ experience of active Christian pastoral ministry * Experience of sustained and successful work with young people aged 11 – 18 years * Experience of nurturing young people in the Christian faith * Experience of working in a multi-cultural community | * Experience of developing worship with young people * Experience of working in the education sector * Experience of developing new initiatives in partnership with others. |
| **Personal qualities** | * A strong Christian faith which is evident in their day to day living. * Alignment of beliefs to the Christ’s College ethos and can articulate and exemplify the spiritual and moral values of the School * Enjoys working with children and has a caring approach to their welfare. * Highly developed pastoral care qualities and is compassionate in their approach to others. * To be proactive in the ability to work as part of a team and to lead others. * Sets high standards and expects them from others. * Possesses the ability to, ‘see the wood for the trees’, yet has a grasp on the details. * Is mature and resilient in their faith * Is a gifted preacher, an exceptional communicator and creative liturgist * Is a person of prayer, who can offer up the needs of the community * Can command the respect of students and staff, regardless of their religious affiliation * Takes an open, rational and intelligent approach to issues of life and faith * Exemplifies sensitivity, integrity and appropriate confidentiality * Is able to demonstrate tact and diplomacy in delicate situations * Combines gravitas, presence and humour * Can work well under pressure * Possesses a good sense of fun | * Willingness to contribute to the extra-curricular life of the school |

Christ’s College is part of the Good Shepherd Trust. The Good Shepherd Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. We ensure that all our employment practices reflect this commitment.

An enhanced DBS check is required for this role.

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**Note:** This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.