Shoalhaven Region Anglican Schools

Shoalhaven Region Anglican Schools provide a quality education that fosters gospel-shaped, confident life-long learners who improve the world.

Assistant Chaplain K-12

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<th>Position Title</th>
<th>Assistant Chaplain K-12</th>
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<tr>
<td>Appointed by</td>
<td>Executive Principal</td>
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<td>Responsible to</td>
<td>College Chaplain</td>
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<td>Key working</td>
<td>Chaplain, Head of School, Head of Junior School, Junior School staff, Senior School Staff, Christian Studies Faculty, Counsellor.</td>
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<td>relationships</td>
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<td>Last Reviewed</td>
<td>November 2016</td>
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Position Overview

The Assistant Chaplain is a key ministry position in the fulfilment of the College’s Whole School Mission Strategy and will support the Chaplain in fulfilling chaplaincy roles and responsibilities across the College.

He/she will have responsibility, under the leadership of the College Chaplain and in conjunction with the Head of Junior School, for developing and implementing the Chapel program in the Junior School and support the delivery of Chapel services in the Senior School.

He/she will also have a role in teaching Christian Studies across both schools.

He/she will seek to encourage, pastorally support and commend the gospel to the College community.

The Assistant Chaplain is expected to be a key leader in promoting the Christian mission of the College.

Required skills and attributes

- Be able to communicate the gospel in a range of contexts including Chapel services and classrooms across Years K-12.
- Be able to build empathetic rapport with all members of the College community, particularly students.
- Be able to systematically disciple, train and lead children and young people.
- Be able to manage classrooms and provide engaging and differentiated lessons.
- Be loyal, trustworthy and reliable.
- Be creative and flexible in the delivery of the Whole School Mission Strategy.
- Model an authentic Christian faith, growing in godliness, shaped by God’s Word, persistent in prayer and committed to regular fellowship in a local church.

Duties

- Prepare and lead Junior School Chapels (Stage 1, Stage 2, Stage 3)
- Occasionally speak in Senior School Chapel
- Assist the Chaplain with the preparation of occasional Chapels and assemblies, including

The role of Assistant Chaplain is vital to the smooth running of Chapel.
• the Easter, Christmas, Presentation, ANZAC and Leadership services
  • Support Kindergarten teachers as they prepare the Nativity Play for Christmas Chapel

Christian Studies

• Teach K-12 Christian Studies classes as required
• Support in the administration of the Christian Studies Faculty

Lunchtime Groups

• Oversee co-curricular Lunchtime Christian Groups in the Junior School
• Lead a Junior School lunchtime group
• Attend and contribute to Crossroads (Senior School Years 7-12)
• Facilitate student leadership development through FIT (Followers in Training) run by Crusader Union and attend the annual MSMR (My School My Responsibility Day).

Staff

• Attend and deliver staff devotions on a rostered basis
• Support Junior School Staff by ordering and suggesting resources to complement Christian Studies lesson material.
• Attend Tuesday afternoon staff meetings as required
• Attend fortnightly Chaplaincy/Christian Studies Faculty meetings
• Attend morning tea and lunch with staff as available.

Other responsibilities

• Support Student Leadership training in Stage 3
• Attend an annual Junior School Youthworks Camp and annual Crossroads Camp
• Organise prayers for Final Presentation Assembly.
• Attend school functions where possible (e.g. special assemblies, event days, parent interviews, Year 6 graduation, and other events as required)
• Provide pastoral care for students and staff as appropriate

Professional Development

• Maintain accreditation with the NSW Education Standards Authority, if applicable
• Keep abreast of relevant professional networks, reading and developments in education and chaplaincy
• Participate in the annual College appraisal system.

Workplace Health & Safety

The Assistant Chaplain will comply with all relevant policies and procedures relating to Workplace Health & Safety and report all hazards and unsafe workplace practices to the Work, Health & Safety Committee.
Preferred experiences and qualifications

- Experience working with children and youth in a church and/or school setting is essential.
- Qualifications in education are strongly desirable.
- At least a one year Diploma level in theology/ministry from a reformed evangelical perspective will be viewed favourably.
- Working With Children Check clearance from the NSW Commission for Children and Young People in accordance with the Child Protection (Working with Children) Act 2012 (NSW).

Salary will be negotiated, commensurate with experience and abilities and will be subject to the Independent Schools NSW (Teachers or Support and Operational Staff) Multi Enterprise Agreement

This job description may be modified by the Executive Principal, with the postholder’s agreement.

The Assistant Chaplain K-12 position will carry with it a 0.4 FTE load. Other duties may be allocated from time to time.