Chaplain

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| Job Description |
| The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. |
| **Summary of the role** | **Job Title:**  Chaplain**Location:** **Job Purpose:** To lead the spiritual life of the School community **Reporting Line:** Head Master / Vice Master**Hours:** Full timebut the post-holder will be required to work as necessary to complete the job (subject to the Working Time Regulations 1998).  |
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| **Main duties and responsibilities** | This job description does not form part of the contract of employment and may be varied in accordance with the demands of the appointment. In addition to the main duties and responsibilities of the Chaplaincy role, it is anticipated that the successful candidate will teach an academic subject (on a reduced timetable), preferably to at least GCSE standard.The main duties and responsibilities of the Chaplain are as follows (this list is not exhaustive):* Responsibility for the life of the Chapel, including its use by external organisations
* Leading worship at all school Chapel services and assemblies, including celebrations of the Eucharist
* Organisation of all Chapel rotas: external preachers (in conjunction with the Head Master), internal assemblies, readings etc.
* Working with the Chapel Warden and the Director of Music to ensure the efficient running of all aspects of Chapel life
* Annual preparation for all baptism and confirmation candidates
* Oversight of all other Christian activities within the school
* Supporting the Head Master in the appropriate promotion of Christian values
* Supporting the needs of pupils and staff of other faiths and those of no faith
* Visiting all boarding houses on a regular basis
* Provision of pastoral support as required to all members of the school community
* Specific support, alongside the School Counsellor, to any member of the community, in times of specific need e.g. bereavement, serious illness etc.
* Liaising with the Head Master, Vice Master and Prep School Headmaster as appropriate on all matters of pastoral care
* Membership of the Pastoral Committee
* Support, both direct and indirect, for the Citizenship and General Education programmes of the school
* Organising or taking part in opportunities for boys and staff to discuss topical ethical, moral or spiritual issues
* Developing the spiritual well-being of the school in a wide sense (not just religious)
* Involvement in appropriate outreach work in the wider community of Bedford
* Support, both direct and indirect, for all extra-curricular aspects of school life
* Attend all training as required and take responsibility for ongoing personal professional development
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You may also be required to undertake such other comparable duties as the Trust requires from time to time.

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| Person Specification – Chaplain |
| The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. |
|  | **Essential**These are qualities without which the Applicant could not be appointed | **Desirable**These are extra qualities which can be used to choose between applicants who meet all of the essential criteria | **Method of assessment** |
| **Qualifications** | Degree or equivalent qualificationOrdained Minister of the Anglican Church | Other qualifications relating to young people (eg teaching, pastoral etc) | *Certificates* |
| **Experience** | Previous experience of leading spiritual worshipExtensive experience of pastoral responsibilityExperience of leading discussion groups or similarExperience of working with children of all ages | Experienced classroom teacherExperience of working within a school environmentExperience in the needs of boarders | *Application form and references* |
| **Skills and Knowledge** | Knowledge of current best practice and topical issuesCapable organiser, planner and administrator |  | *Application form, references* *and interview* |
| **Personal competencies and qualities** | Personal and approachableAble to inspire others and provoke thoughtEmpathetic and sensitive to the needs of othersAble to encourage others to question their perceptions and think deeply about spiritual issues Effective communicator to all ages and group sizesSensitivity to those of all religious faiths or noneAbility to exercise appropriate confidentialityHighest standard of integrity and hard work |  | *Interview and references* |