



## **CHRISTIAN YOUTH MINISTRIES**

### **JOB DESCRIPTION**

#### **HIGH SCHOOL CHAPLAIN**

<b>Title:</b>	High School Chaplain
<b>Employed by:</b>	Christian Youth Ministries Ltd. (CYM)
<b>Responsible to:</b>	Director of School Chaplaincy
<b>Work base:</b>	East Bergholt High School, CO7 6RJ
<b>Hours:</b>	15 hours per week, term-time only Days and hours to be agreed with the school
<b>Salary:</b>	FTE Salary: £27,292.50 per annum (Pay Scale Point 9.5) Actual Salary: £9,828.04 per annum Pro Rata (term time - 41 weeks)

*This post is initially funded for one academic year, with the desire to extend.*

#### **AIMS**

As we continue to develop our successful School Chaplaincy work, we are looking to appoint a schools' specialist worker to work within our Chaplaincy team. This role will be based part-time exclusively within East Bergholt High School.

The successful applicant will be building on strong foundations, in partnership with the pastoral and management teams within the academy.

#### **MAIN DUTIES AND RESPONSIBILITIES**

- ✦ Work in partnership with the school management and pastoral care teams to develop a spiritual and pastoral support service for students and staff.
- ✦ Offer 1:1 mentoring provision within the school, including management of volunteer mentors, using the 'Starfish' resource.
- ✦ Offer small group work for students, e.g. Kintsugi Hope Wellbeing Groups.
- ✦ To be alert, aware and available when pastoral needs of a student become apparent.
- ✦ To be available to staff and other members of the school community seeking pastoral support.
- ✦ To be available to contribute to the spiritual aspect of the school community and curriculum.
- ✦ To contribute to the wider perspective during PSHE, Religious Studies or other lessons as appropriate or required.
- ✦ To contribute to the wider perspective of the school ethos, vision and values, in partnership with the Senior Leadership Team, as appropriate or required.
- ✦ Offer voluntary staff groups such as 'Alpha' where appropriate.
- ✦ Work in partnership with the local church youth worker(s)/ministers and build on existing links to the local church.

- ✦ To raise awareness of community, within the school and further afield.
- ✦ To support at key transition points across the school.
- ✦ To work within the vision and values that CYM has in place, where 'presence' in the school is a key expectation of our work.
- ✦ To proactively contribute to the wider CYM School Chaplaincy team and to the development of this area of our work.

### **ASSOCIATED DUTIES**

- ✦ To attend mandatory CYM team meetings with the other paid staff and to contribute to prayer, discussion and planning concerning the work as a whole.
- ✦ To help communicate the vision of CYM by contributing to promotional events and occasional work in the local churches.
- ✦ To participate and assist with other aspects of CYM's work, as required from time to time by the CEO.

### **SUPERVISION AND SUPPORT**

The following supervision and support will be provided:

- ✦ The post-holder will report directly to CYM's Director of School Chaplaincy and meet at regular intervals. (Half-termly).
- ✦ The post-holder will have a nominated line manager within the school and meet regularly with that line manager.
- ✦ The post will be subject to an initial 3-month probationary period.
- ✦ A termly review will be held in the school with both line managers.
- ✦ Expenses will be available in accordance with the rates for staff workers.
- ✦ All members of staff are strongly encouraged to have a mentor, who they can meet during working hours.
- ✦ Termly 1:1 supervision with a qualified counsellor is available, alongside crisis support.
- ✦ All Chaplains have access to mandatory CYM team gatherings (after school) every term and termly team days, during school half-term holidays.

### **EMPLOYMENT**

This is a part-time post on a term time contract. It is initially a contract for one academic year. The role is funded by a group of local churches and individuals.

The normal working week will average 15 hours. The working hours and days can be negotiated with the school before the post commences. The post-holder will be based within the school but have access to the CYM office at Vauxhall Farm.

The contract offered will pay a monthly salary, but this will be worked out based on a 41-week contract. This will allow time for CYM Staff Meetings and Staff retreat time/reflection days. A calendar of mandatory team dates will be issued.

The successful applicant will be expected to be fully committed to CYM's Christian ethos and will need to personally demonstrate a commitment to the Christian faith. There is a genuine occupational requirement for the successful applicant to be a committed, practicing Christian under Part 1 of Schedule 9 to the Equality Act 2010.

*Detailed Terms and Conditions of Employment will be issued separately.*