Position Description

EMMANUEL ANGLICAN COLLEGE

Learning ~ Living ~ Leading

Position Title:	College Chaplain
Reports To:	Principal
Liaises With:	Key welfare and curriculum leaders
Employment Details:	Employed and licensed as a Priest in the Diocese of Grafton. Appointed by the College Principal.
Award:	Clergy Stipend
Member of:	Chaplaincy Team and Executive
Start Date:	As per appointment
Contract Period	5 years
Appraisal Process:	Review conducted by Principal
Qualifications	An accredited theological qualification, preferably at degree level. A professional qualification or prior experience in Religious Education and/or Education is preferred
Experience:	A broad experience of ministry including work with young people and families. Experience in an education setting is desired
Professional Attributes:	Pastoral skills and understanding which will enable the Chaplain to exercise pastoral care for students, staff, and families. A committed personal faith life An understanding of ministry for young people and families in a contemporary world An ability to provide counsel and direction to the Executive about school policies, responses and practices in relation to the development and expression of our Anglican ethos.
Position Goal:	To lead the ministry life of the College community as it responds to its role in the life, work and mission of the Anglican Church

Position Duties:

Providing religious leadership to the College community by:

- Guiding the Principal in defining and articulating the Anglican Ethos as it is manifest in the College community
- Working in conjunction with the Principal to ensure the development of opportunities for faith development and expression through Religious and Values Education, prayer and worship, retreats and opportunities for social outreach.
- Supporting and encouraging the Principal in the development of a Christian community.
- Feedback to Principal on issues affecting the spiritual and religious life of the College.
- Contribute meaningfully as member of the Executive and College management team.
- Coordinating the work of other members of the ministry team.

Promoting and enhancing the College Mission and Ethos by:

- Acting as a Christian presence and witness in the College community.
- Encouraging and providing opportunities which facilitate the spiritual journey for members of the College community.
- Leading prayer and reflection opportunities for groups within the College community.
- Maintaining contact with the College community through the College newsletter (or other appropriate means).
- Overseeing the development of Christian groups within the College.
- Raising awareness of Social Justice issues in the College community.
- Liaise with local parishes and explore together ways of providing joint ministry.

- Coordinating staff and student involvement in community service and social outreach and social action initiatives including via the Lighthouse Program.

Ensuring the Pastoral Care of all staff and students within the College by:

- Participating in the college's Pastoral Care and Welfare programs.
- Collaborating with Stage Coordinators and Pastoral Care teachers to provide support and care to staff, students and their families, particularly in times of crisis and bereavement.
- Providing pastoral ministry and spiritual support to teaching and non- teaching staff.
- Participating in pastoral advocacy for minority groups, including Indigenous groups.
- Providing counselling support to students and acting as a point of referral to appropriate specialists when necessary.
- Offer prayers for and with the College community.
- Coordinating specific pastoral care programs, such as Seasons, as the need arises.

Leading the liturgical and spiritual life of the College by:

- Creating and facilitating worship experiences for students and staff including Chapel Services and at significant College celebrations and events.
- Developing and facilitating Stage Six retreat programs, student spirituality days and religious components of camps.
- Coordinating staff retreats and reflection experiences.
- Developing a Sacramental program for students which prepares candidates for Baptism, First Communion and Confirmation.
- Ensuring the Executive remains up-to-date with ecclesiological developments and recommendations made within the Anglican Church that impact on the College.

Developing and implementing the Religious and Values Education program

- Developing, overseeing and participating in the delivery of an appropriate Religious and Values Education program including teaching approximately 0.4 of a teaching load.
- Selecting and maintaining appropriate textual and AV resources to aid in the delivery of the Religious and Values Education program.
- Provide professional development and support for staff in their teaching of Religious and Values Education.
- Provide support and advice for staff in the integration of aspects of the Christian faith and spiritual literacy into their day to day teaching and class activities.
- Maintain understanding of current trends, developments and recommendations within Religious and Values Education.

Demonstrates leadership by contributing positively as a member of a team and working collaboratively with College staff.