Job Description

Introduction

Kennedy Baptist College's mission is "to provide educational excellence in a Christian context, addressing the needs of individuals for lifelong learning". We are committed to fulfilling this mission as a College community as we serve God by serving our students, families and each other. Underpinning the mission and culture of the College are our values defined as **faith**, **integrity**, **boldness**, **growth** and **service**.

- **Faith**: The Christian faith undergirds all the College's activities
- **Integrity**: The College Community demonstrates respect and honesty towards all its members and delivers on its promises
- **Boldness**: Staff and Students are bold in accepting the challenges on offer at the College and strive to achieve the best outcomes.
- **Growth**: College Community members develop their unique gifts and talents and strengthen their areas of weakness.
- **Service**: College community members serve others within the college, and local, national and international communities.

Role Summary

Position: Chaplain

Responsible to: Deputy Principal – Pastoral Care

Job Purpose: The Chaplain is to offer a formal Christian presence in the college community. This is through the building of relationships with students, staff and the community in the areas of pastoral care and Christian outreach.

Responsibilities

Major Responsibilities

1. Consistently model the College's Vision, Mission and Values in all dealings with students, staff and external parties.
2. Provide appropriate encouragement and positive reinforcement for students, staff and the community.
3. When required, assist in larger College or community events.
4. Awareness of school philosophy, procedures and policies
5. To be responsible for reporting information if a child discloses information of abuse.
6. To communicate regularly with school staff and provide input.

General Duties

- Prayer
    - Promoting Prayer culture in the College community
    - Organising, attending and leading prayer groups and culture
- Mission Committee member
    - Contribute to the spiritual culture of College
    - Development of Cultural character

Student

- Planning, running and oversight of all aspects related to the development of the CONNECT Christian Student community
    - Wellbeing activities throughout the year
    - CONNECT Outreach
    - Oversight of Peer lead Bible study
        - Oversight of content
        - Duty of Care
        - Discipling Classes
    - Gatherings
        - Planning and running weekly gatherings
        - Salvation discipleship classes
        - Oversight of relationships and maintenance of unity in the CONNECT community
- Student leadership development
    - Plan and facilitate leadership camps
    - Mentor leaders in their roles as student leaders
    - Attend regular Student Leadership meetings
    - Skill and Leadership development of student / peer leaders
- Student appointments
    - Mentoring
    - Managing spiritual conversations with both Christian and Non-Christian students
    - Support through student issues, Discipline steps, family crisis, friendship, emotional stress, relationship help
- Head of Year leadership support
    - Attendance at HOY meetings
    - Assisting Form teachers with devotions and Form culture
    - Running Extended form activities with pancakes and speaking into Form
    - Training days/end of year transitions
    - Discipline system involvement at latter stage of student send out/demerit count
    - Camp programs, including attending and supporting camps
    - Developing and running whole camp games program
    - Delivering devotional and spiritual content at camps
- Staff leadership support
    - Support Executive Leadership team, Head of Learning Area's HOY's and House Coordinators
    - Providing support and feedback for management through situational challenges
- Excursions
    - Subject excursions
    - Extend chaplaincy services to specialist sport programs, Pedal Prix team and others

Staff

- Staff relationship support through mediation, assisting with personal needs
- Spiritual support for faith journey of staff
    - Involvement with the faith expression/standard amongst staff
    - Development of Christian culture among staff to maintain mission culture
- Develop program for leadership training
    - Plan and coordinate Peer training days/camps
    - Support HOY in ongoing support of Peer Mentors
- Staff devotions coordinator
    - Connect with staff to help grow the spiritual climate of the whole staff

    - Oversight and coaching of staff delivering devotions to build the mission culture at Kennedy into every member of Staff to help grow our unified approach to mission
- Support of Christian Education coordinator/teachers
    - Help develop the missional focus of the CEd program
    - Assisting senior CEd classes in support of designated teacher
    - Coordinating large group sessions including hosting open forums and whole year CEd events
- Supporting students or staff planning fundraising activities such as sausage sizzles

Community

- Kennedy Church Network
    - Build ongoing connection with Churches - meetings with church and youth leaders to grow ministry care of families with no church connections
    - Development of broad multi church connections to enable the sharing of personnel and resources across the community
- Parent support
    - Communication with parents in need/crisis
    - Spiritual conversations with parents
    - Parent workshops
    - Discussions about parenting issues
    - Parent visits to families in need

Selection Criteria

Essential

1. Demonstrated commitment and capacity to actively promote the Mission and Values of Kennedy in the school community
2. Demonstrates an active Christian life including having a strong sense of being called into this role, firmly planted and serving in a local church.
3. Tertiary qualification relevant to Chaplaincy, Ministry or Leadership
4. Experience in providing pastoral care and guidance to both an internal and external audiences.
5. Experience in contributing to the ongoing spiritual journey of a Christian community
6. Ability to actively support the strategic mission objectives of the College including building a local church network.
7. Ability to serve as a good ambassador of the School.
8. A person with an infectious enthusiasm, relational with the ability to mobilise others though encouragement and leading through serving first.
9. Organised and prepared, solution-focused

Desirable

1. Previous experience working in an educational setting
2. First aid certificate

How to apply

To apply for an advertised employment position at Kennedy Baptist College please fill in the online Employment Application Form on our website.

Please ensure you have ready your CV, Cover Letter, Selection Criteria (if applicable), references, a written reference from your church pastor/minister and digital copies of all academic records. You will be asked to upload these documents as part of your submission of this application.

Please Note: Should you be invited to an interview, given the position applied for involves working with and actively presenting the Christian Gospel to children, you will be asked your personal views on Faith issues. Given the Christian nature of the College and the expectations of all who enrol, agreement with the College's Statement of Faith and Staff Code of conduct is a pre-requisite.