



Clarence Valley
ANGLICAN SCHOOL

POSITION DESCRIPTION

The person appointed as the next CVAS Chaplain will also be licenced as the Associate Priest (Children, Families and Youth) at the Cathedral. The person appointed to the joint role as Chaplain and Associate Priest will work 3 days a week at the School and 3 days a week at the Cathedral. This may involve part of the day being in the School and part of the day being in the Cathedral.

Initially this will be a three year contract with the possibility of extension.

Position:	0.5 Chaplain
Immediate Supervisor:	Principal
Award/Agreement:	Salary will be at the current diocesan rates for an Associate Priest, plus on-costs for allowances, LSL, superannuation, etc. (This is a three day a week position)

Our School - The CVAS Vision

Clarence Valley Anglican School seeks to provide children with the opportunity to achieve their full potential through participation in a broad range of learning experiences.

The School encourages and develops a spirit of partnerships between parents, students and staff in a creative learning environment.

The School promotes a caring community where Christian values are respected and practised.

The school endeavours that each child achieves this through:

Being

Membership of an Anglican community where Christian truths and values form the framework of the community structure.

Living

Membership of a nurturing environment where each child has the opportunity to grow in confidence, embrace life and prepare for the challenges and demands they will encounter in life, recognising that each of them as an individual can make a difference.

Doing

Membership of a learning community within a family atmosphere where each child is encouraged to harness and extend the abilities, gifts and talents they possess.

The Role

The Chaplain is responsible for maintaining and developing the Anglican ethos of the School.

This critical role provides leadership in the ethical, spiritual and religious dimensions of life, caring for students, staff and the wider community. Partnering with staff and external colleagues, the Chaplain delivers and supports programs, activities and conversations that foster a positive environment in support of the School's values and vision.

DUTIES and RESPONSIBILITIES

- The Chaplain will be a member of the School Executive
- Provide worship services in the Anglican tradition that are meaningful, relevant and age appropriate for students and educate the behaviours that are appropriate to such worship services
- Provide worship service in the Anglican tradition as required by the broader school community
- A teaching role that encourages students to engage in meaningful dialogue regarding spirituality, religion, values and ethics, with an attitude of respectful inquiry
- Provide professional development and support for staff in their teaching of Religious and Values Education.
- Provide pastoral care and support following critical incidents
- Collaborating with Stage Coordinators and Pastoral Care teachers and classroom teachers to provide support and care to students and their families, particularly in in challenging times or difficult situations.
- Facilitate voluntary groups and activities for students seeking to explore and/or develop their spirituality
- Demonstrate pastoral skills and understandings that will enable him/her to exercise exceptional pastoral care for our students and those in the wider school community
- Encourage a life of spirituality amongst the School Community
- Work closely with the Principal to monitor the spiritual wellbeing of the School
- Facilitate programs for significant Anglican commitments including Baptism, First Communion, and Confirmation
- Be involved in all aspects of School life beyond the classroom including co-curricular and SACS activities
- Undertake school duties such as staff meetings, committees, parent/teacher interviews, playground duties etc.
- Maintain a strong relationship with the Anglican Diocese
- Providing pastoral ministry and spiritual support to teaching and non- teaching staff.

LINE MANAGEMENT:

The Chaplain will report directly to the Principal

WORKING RELATIONSHIPS:

- School Executive
- Stage Co-ordinators
- Christ Church Cathedral Grafton
- Academic and Support Staff
- School Community
- Parents
- Current, past and future students
- Local Church Communities

Review

The Chaplain will meet regularly with the Principal to review and refine key task responsibilities and the establishment of goals.

Upon first commencing in the position, there will be reviews at three months and six months to provide constructive feedback and to assist with the professional development of the Chaplain.

KEY REQUIREMENTS

- A commitment to the Christian Faith and Anglican Ethos of the School
- Strong interest in and support for the benefits of coeducation and independent schooling
- Enthusiasm for the mission and ministry opportunities made possible by the partnership between the School and the Cathedral
- An accredited theological qualification, preferably at degree level.
- Hold a teaching qualifications and be able to be accredited with NSW Education Standards Authority (NESA)
- Ability and willingness to uphold and role model the School's values of Being, Living Doing.
- Demonstrated ability to foster and promote positive personal relationships with all stakeholders
- Adhere to the school's *Child Protection Policy*
- Adhere to the school's *Staff Code of Conduct Policy*

WORKPLACE HEALTH AND SAFETY

All staff are responsible for their own health and safety and for the health and safety of any other person around them. They have a responsibility to comply with all statutory health and safety rules applying to their position and must therefore:

- Read and understand all School Health and Safety regulations applying to their position
- Comply with standard working practices to ensure all work is performed in a safe manner within the extent of their control over the work situation
- If within their authority to do so, take personal action to eliminate, avoid or minimise hazards of which they are aware
- Comply with all workplace health and safety instructions
- Make proper use of relevant safety devices and personal protective equipment
- Seek information and advice where necessary before carrying out new or unfamiliar work
- Maintain dress standards appropriate for the work being done and wear uniforms if supplied
- Be familiar with emergency and evacuation procedures and the location, and use, of emergency equipment
- Bring to the attention of their immediate Supervisor any sub-standard situation or procedure they observe.

PERFORMANCE INDICATOR

Duties and Responsibilities must be met as an indication of performance and failure to meet these may lead to a performance review.

The duties and responsibilities of the Chaplain may vary from time to time at the discretion of the Principal.

I have read and fully understand the contents of the Position Description.

Signed _____

Date _____