

St Gregory's Catholic Science College

SCHOOL CHAPLAIN

Job Description

The mission statement gives direction to the chaplain's work, which is essentially:

- To enrich the life of the school through prayer, presence, liturgy, retreat and charity work
- To support individuals and the school community in their journey of faith
- To meet and walk alongside those in difficulty
- To counsel and provide a listening ear to all
- To be a bridge builder, and help maintain and heal relationships

CORE RESPONSIBILITIES

The Chaplain as witness

- Help people to recognise God's love for them and their need of God
- Inspire through example
- Be joyful and authentic in witnessing to a deep personal faith
- To encourage staff and pupils to live the faith by being involved in projects relating to catholic social teaching.

The Chaplain as pastor

- Be visible and approachable around the school
- Accompany people at particular stages of their journey through life
- Get to know people individually and use every opportunity for contact to the best advantage
- Support the Head Teacher in his/her role as faith leader in school
- To play an active role in the pastoral system

The Chaplain as leader

- Support and further develop the spiritual, religious and liturgical life of the school.
- Use a collaborative style of ministry that encourages a team approach to chaplaincy to develop and lead a chaplaincy team of students.
- To offer opportunities of prayer for staff and students.
- If a priest, celebrate Mass and the sacraments regularly in school; if not, plan for the same to occur with local clergy
- Develop creative activities to mark and celebrate the major feasts and seasons of the Church
- To support staff and pupils in their planning, preparation and leading of liturgies and collective worship
- Help with the provision of suitable resources for the prayer life and worship of the school
- Ensure the school environment and displays reflect the school's Catholic Christian identity.
- Promote and care for the Chapel as a sacred space
- Develop a school retreat programme for pupils
- Support students to participate in the sacramental life of the Church, where appropriate.
- To celebrate and share the faith life of the school with the wider community
- To include the local parishes in school celebrations, where appropriate

- Help with sensitive issues, advising on the Church's teaching

The Chaplain as educator

- To support and enhance the RE curriculum, where appropriate

The Chaplain as professional

- Have input into the school development plan, its operation and review
- Advise the Senior Leadership Team, where appropriate
- Challenge and support on standards, morals and the values of the Christian life
- To meet regularly with the line manager
- To engage in a regular process of appraisal
- To report to and work with Governors/Directors to promote the Catholic ethos and distinctive nature of the school.
- Attend where possible staff meetings and any other meetings as appropriate
- To engage with Continual Professional Development (CPD) relevant to the role of chaplain.
- To avail of opportunities for enhancing his/her own spiritual well-being
- To lead school based CPD for staff in relation to the Catholic life of the school.
- To be a member of the Diocesan Chaplaincy Group or its equivalent, attending meetings regularly
- To liaise with Diocesan agencies, groups and individuals, where appropriate