



CHRISTIAN YOUTH MINISTRIES

JOB DESCRIPTION

ACADEMY CHAPLAIN

Title:	Academy Chaplain
Employed by:	Christian Youth Ministries Ltd. (CYM)
Responsible to:	Director of School Chaplaincy
Work base:	The Raedwald Trust (an agile role, with ability to work across the county)
Hours:	22.5 hours per week, term-time only Days and hours to be agreed with Trust
Salary:	FTE Salary: £28,165.80 per annum Actual Salary: £15,213.80 per annum Pro Rata (term time 41 weeks)

This post is initially for two academic years.

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 within The Raedwald Trust. Whilst based in Ipswich, the role may require county-wide work. The role will see some joint working with another Chaplain already placed within the Trust.

The successful applicant will be developing this role in partnership with the pastoral and management teams within the academies.

MAIN DUTIES AND RESPONSIBILITIES

- ✦ Work in partnership with the academy 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, using the 'Starfish' programme, including management of volunteer mentors.
- ✦ Offer small group work for students, e.g. Kintsugi Hope Wellbeing Groups, in partnership with the existing Chaplain in the Trust.
- ✦ 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.
- ✦ Supporting and enriching staff wellbeing across the Trust.
- ✦ To be available to contribute to the spiritual aspect of the school community and curriculum.
- ✦ To contribute to the wider perspective during PSHE, RS or other lessons as appropriate or required.
- ✦ Organise and run voluntary student groups such as Christian Union or interest groups where appropriate.
- ✦ Offer voluntary staff groups such as 'Alpha' where appropriate.
- ✦ Work in partnership with local church youth worker(s) and build on existing links to the local churches as well as the existing Chaplain in the Trust.

- ✦ Consider creating/developing spaces and opportunities for reflection for students and staff.
- ✦ To raise awareness of community, within the school and further afield.
- ✦ To support at key transition points across the academy.
- ✦ To be a presence at social times.
- ✦ To work within the vision and values that CYM has in place, where 'presence' in the academy is a key expectation of our work.
- ✦ Transporting students is a key part of this role, so a full and valid driving licence is a necessity for the post.

ASSOCIATED DUTIES

- ✦ To attend CYM team meetings, retreat, and training 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.
- ✦ The post-holder will have a nominated line manager within the Trust 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 encouraged to have a mentor, who they can meet during working hours.
- ✦ Termly 1:1 supervision with a qualified counsellor is available.
- ✦ A weekly online 'huddle' takes place for all Chaplains.
- ✦ All Chaplains will access CYM team gatherings (after school) every term and termly team days, during school half-term holidays, as well as a whole team retreat in February each year. (These team times are expectations of the role).

EMPLOYMENT

This is a part-time post on a term-time contract. It is initially a contract for two academic years. The role is funded by the Trust.

The normal working week will average 22.5 hours. The working hours and days can be negotiated with the trust before the post commences. The post-holder will be based within the Trust but have access to the CYM Hub 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.

The successful applicant will be expected to be fully committed to CYM's Christian ethos and as the post is subject to a 'genuine occupational requirement' will need to personally demonstrate a commitment to the Christian faith.

Detailed Terms and Conditions of Employment will be issued separately.