

## POSITION DESCRIPTION

<b>Position Title</b>	<b>Chaplain</b>
<b>Responsible to:</b>	Head of College
<b>Reports to:</b>	The College Senior Pastor
<b>Overview: The Purpose and Ethos of the Lutheran School</b>	<p>St Peter's Lutheran College, as a School of the Lutheran Church of Australia, offers a program of Christian Education which:</p> <ul style="list-style-type: none"> <li>• Serves students, parents, the church, the community, and the government, by providing a quality education for the whole person;</li> <li>• Strives for excellence in the development and creative use by all students of their God-given gifts;</li> <li>• Equips students for a life of service to God in the church and the community;</li> <li>• Includes, as a core part of the program, a Christian Studies Curriculum;</li> <li>• Involves the College community in regular Christian worship.</li> </ul>
<b>Nature of Schools &amp; Schooling:</b>	<p>A school is a distinct educational and social institution which is concerned with providing education to children and young people. It involves communicating knowledge, understanding, attitudes and skills so that young people can live effectively in society. There is a set of structures, authority patterns and general procedures appropriate to such an institution. The College Chaplain will need to understand these if they are to operate effectively in it. The context of a school is very different from that of a church congregation.</p>
<b>Theological and/or Ministry Expertise:</b>	<p>The role of Chaplain may be a lay or ordained person and is likely to have specialised training in theology or ministry.</p>
<b>The Role in Broad Terms:</b>	<p>It is expected that the Chaplain will be actively involved in College life and provide pastoral guidance in matters within the College that have to do with the faith – worship, pastoral care, the shape and content of the Christian Studies curriculum, ethical and moral issues, mission and apologetics.</p> <p>The Chaplain will be required to develop positive working relationships with the Senior Leadership Team, College Senior Pastor, Other Chaplaincy Team Members, Counsellors, Director of Identity, Formation and Service and other staff. Regular meetings with the College Senior</p>

	<p>Pastor and Chaplaincy Team and other key staff are an important part of this role.</p> <p>Through their ministry, the Chaplain will work closely with staff and students in their witness and service. The Chaplain will need to demonstrate an ability to relate positively with members of our community, follow the College policies, and foster the ethos, culture and traditions of Lutheran Schools.</p>
<b>Primary Functions of the Chaplain:</b>	<p>A primary focus of the Chaplain is to have responsibility for the Junior High sub-school and Ironbark through:</p> <ul style="list-style-type: none"> <li>• leading and facilitating worship.</li> <li>• faith and spiritual formation of students and staff.</li> <li>• support the Christian Studies program.</li> <li>• the pastoral care of students, staff and families.</li> </ul>
<b>Key Roles:</b>	<p style="text-align: center;"><b>General</b></p> <ul style="list-style-type: none"> <li>• Being Christ to the St Peters Community- carry the Gospel with them as they minister to staff, students, and parents.</li> <li>• Living and sharing the Good News of the Gospel with Staff, Students, Old Scholars and Parents.</li> <li>• Provision of Pastoral Care to Staff, Students and at times Old Scholars and Parents.</li> <li>• Provision of theological input into the Christian life of the College, particularly in relation to Worship, Chapel, Devotions and Christian Studies.</li> </ul> <p style="text-align: center;"><b>Worship/Chapel/Devotions</b></p> <ul style="list-style-type: none"> <li>• Lead weekly Chapel Services within the College with a special emphasis on Junior High.</li> <li>• Lead Staff (teaching &amp; non-teaching) Devotions as the College schedule permits.</li> <li>• Act as a resource person for Form Class Devotions.</li> <li>• Facilitate student and staff involvement in Chapel services.</li> <li>• Engage with College worship through a Lutheran educational lens.</li> </ul> <p style="text-align: center;"><b>Pastoral Care</b></p> <ul style="list-style-type: none"> <li>• Regularly pray with, and for, the College community.</li> <li>• Be open and approachable and develop positive relationships with students, staff and parents.</li> <li>• Work closely with other members of the Chaplaincy team and key Pastoral Care Staff (e.g. Counsellors, Year Level Coordinators) to support the provision of Pastoral Care given to</li> </ul>

	<p>the College Community (students, staff, old scholars and parents).</p> <ul style="list-style-type: none"> <li>• Provide Pastoral Care for members of the College community and their families as requested, including visiting homes and hospitals, counselling, assisting in faith formation and development and generally acting as a 'listener'.</li> <li>• Support the College's Academic Care and Wellbeing program by providing pastoral and spiritual support to students, staff or families.</li> <li>• Provide Pastoral support in cases of bereavement, family breakdown or other crisis and loss situations.</li> </ul> <p style="text-align: center;"><b>Participation in the Christian Studies Department</b></p> <ul style="list-style-type: none"> <li>• Work closely with, and support theologically the teaching staff for whom Christian Studies is part of their teaching load.</li> <li>• Participate in teaching-related activities such as camps, Service-Learning activities, Immersion trips, excursions, and other co-curricular activities</li> </ul> <p style="text-align: center;"><b>Christian Groups</b></p> <ul style="list-style-type: none"> <li>• Foster and Support any Staff, Student or Parent Christian Support Groups.</li> <li>• Assist in planning and facilitating student lunchtime/before/after school Christian groups in conjunction with other key members of Staff.</li> </ul> <p style="text-align: center;"><b>Other</b></p> <ul style="list-style-type: none"> <li>• Take an active interest in the College's Boarding Program and assist with ministry in this area.</li> <li>• Foster positive relationships with the St Peters Congregation.</li> <li>• Build links with other ministries of the LCA and the wider Christian community.</li> <li>• Maintain regular contact with the College community through the College newsletter.</li> <li>• Foster positive relationships and links with the local Christian community outside of St Peters.</li> </ul>
<p><b>Workplace Health &amp; Safety duties:</b></p>	<p>The College is bound by the provisions of the <b>Work Health and Safety Act 2011</b> (the Act) which provides the legislative framework for workplace safety in Queensland. The Act protects employees, other persons at work, and members of the public who enter a workplace. It also creates significant responsibilities for individuals, notably Heads, managers and employees. Achievement of the College's WH&amp;S objectives depends on the cooperative efforts of everyone concerned.</p> <p>The employees of the College (including Contractors) are required to:</p>

	<ul style="list-style-type: none"> <li>• Take the care to protect their own health &amp; safety and that of their fellow workers.</li> <li>• Comply with statutory requirements, College policies and procedures and lawful instructions of managerial and supervisory staff.</li> <li>• Wear and/or use all necessary protective clothing and equipment issued in order to protect the health and safety of themselves and fellow workers.</li> <li>• Under no circumstances operate vehicles, plant or equipment while under the influence of alcohol, drugs or any other dangerous substance.</li> <li>• Set a personal example.</li> </ul> <p>Where a staff member obtains evidence of a non-conformance with the OHS system, he or she must bring that non-conformance to attention of his or her direct supervisor. Where such non-conformances involve significant risk to anyone’s health or safety, staff must bring them to the immediate attention of their supervisor; failing that, they will immediately inform their manager, up through the chain of command to the Head of College if necessary.</p> <p>Non-conformance with policies, procedures and lawful instructions will be dealt with in accordance with the College’s Performance &amp; Disciplinary procedures.</p>
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>• An accredited theological or ministry qualification, preferably at a degree level.</li> <li>• Experience in a school setting.</li> <li>• Training in pastoral care (or willingness to undertake such training).</li> </ul>
<b>Location:</b>	<p>St Peters Lutheran College – Indooroopilly          66 Harts Road          INDOOROOPILLY QLD 4068</p>

***DRAFTED/REVIEWED: 23/01/2023***