

**EYNHAM PARTNERSHIP ACADEMY**  
**CHAPLAINCY LEAD JOB DESCRIPTION**

**VISION**

**The purpose of this Chaplaincy is to provide pastoral and spiritual support for a number of church schools in partnership with a growing Multi- Academy Trust. We expect this will lead to the growth of fellowship, connectivity, spiritual development and partnership of our schools and churches with the communities they serve, and wider connections to other church and community schools and groups.**

A chaplaincy would seek to operate in three domains of activity:

**UP - The spiritual development of our communities.**

Chaplaincy in the EPA will involve oversight of the spiritual care and provision that is on offer to all staff, pupils and parents. This will be in whole school acts of collective worship and assemblies, as well as smaller groups that develop people's understanding of spirituality.

**IN - the fellowship of the school community**

Chaplaincy in the EPA schools would bring life in all its fullness so that the children, staff and parents' flourish. This would involve chaplaincy enabling and enhancing the values and vision laid out in individual schools so that they find joy and strength from one another and live them out in their day-to-day lives.

**OUT - The connections with our local community**

Chaplaincy in the EPA would seek to be outward facing, and to have a positive impact across a broad front within the local community. This would involve chaplaincy reaching out to local community organisations, parents and families in the main catchment area, different church denominations and different faiths where appropriate.

**EPA SCHOOLS INVOLVED IN STAGE 1**

**Primary Schools**

- Stanton Harcourt Church of England Primary School
- Standlake Church of England Primary School
- Hanborough Manor Church of England Primary School
- Freeland Church of England Primary School
- St Peter's Church of England Primary School, Cassington
- Fritwell Church of England Primary School

## TERMS AND CONDITIONS OF SERVICE

**JOB TITLE:** EPA Chaplaincy Lead

**GRADE:** Grade 9 School Support Worker

**EMPLOYER:** Eynsham Partnership Academy

**LINE MANAGER:** A Member of The Trust Leadership Team

**ACCOUNTABLE TO:**

- Line Manager
- The Head in each school which is hosting Chaplaincy, when working there.
- A Stakeholder Accountability, Governance and Support Group comprising EPA CEO, 2 Members of the Trust Leadership Team (serving Heads), Lead Sponsoring Incumbent, Diocesan Chaplaincy Adviser, a Church School Foundation Governor.
- The Chaplaincy Lead will arrange to meet with each School Head and Incumbent together once each long term to discuss the main annual priority for that context.

**RESPONSIBLE FOR:**

- A team of chaplaincy volunteers (over time as role develops).
- Collaborating with each Head and Incumbent for each context to discern, articulate and develop one particular priority area for chaplaincy development each year.

**LOCATION:** Working from home when not in school. Working space available in each school.

It is expected that the three days would be divided up into working with three compatible pairings of schools:

- Pairing 1 – Stanton Harcourt and Standlake
- Pairing 2 – Hanborough Manor and Freeland
- Pairing 3 – Cassington and Fritwell

**WORKING HOURS:** Part Time: 3 days a week during School Term only (with the option of increasing number of days if/when the role expands). This means in reality 0.5 days per week/1 day fortnightly in each school.

There is an expectation of visiting each parish church once a year (i.e. 6 Sundays a year) to communicate the work of the Chaplaincy and encourage volunteers. This time would be counted as a weekly visit to a school.

There is an expectation that the postholder would have flexibility, by negotiation, to be available in school holidays to support major Christian festivals, in the event of any major or ongoing pastoral issues and for two three-day weeks per year to support parish/benefice holiday initiatives where school and church ministry are obviously symbiotically beneficial.

**FUNDING:** The post is collaboratively funded by the Diocese of Oxford and the participant Trust Schools. Over the space of 5 years the Diocese will incrementally decrease funding until the post is fully funded from within the Trust alone.

### **Resources**

- Ideally a sacred space within each school would be provided but, at minimum, access to a suitable space for 1 to 1 work, small group work, pastoral care, prayer etc
- A work laptop and phone will be provided
- Travel expenses will be paid at standard educational rates, to be claimed monthly. This includes the travel between schools, on a working day. Consumables and resources will be provided by each school pro rata.

### **Hours**

21 hours per week (0.6 FTE of full time role)

### **Salary**

£25 - £28k p/a pro rata, dependent on experience

The post holder will be required to take Diocesan Safeguarding training at leadership level, Domestic Abuse Training and any other training which EPA requires.

Any safeguarding concerns should be addressed via the protocol of the school concerned.

## Role duties and requirements

Offer pastoral and spiritual care and support as appropriate, especially at crisis points at individual or school community level.
Be a point of reference for anybody with spiritual questions of differing faiths and worldviews.
Mentoring – small groups or one to one, as appropriate.
Provide transition support for students from primary to secondary stage of their educational journey and beyond.
Integrated within school pastoral support
Create and manage spaces, physical and spiritual, where all school members are invited to experience God through contemplation, reflection and prayer e.g. 'BeSpace', Space Makers.
Working alongside local churches to support and facilitate Collective Worship, prayer and celebrations within the school year as appropriate
Work with church schools to fulfil their Christian values (SIAMS)
Be a resource for RE teaching
Establish clear lines of communication and collaboration with school senior leadership teams, management structures and governance.
Co-ordinate and nurture mutual co-operation and support between schools, local communities and their local church
Be as comfortable in the playground as in the Staff Room
Be able to work both autonomously and collegiately as required
Signpost to and promote external faith-related opportunities and events within and beyond the local community
Seek, where appropriate, to develop and co-ordinate a volunteer chaplaincy team.
Developing positive dialogical relationships with inter-faith partners, signposting staff and students as appropriate
Comply with health and safety requirements of each site
Be committed to following Keeping Children Safe in Education 2023, and attending training and complying with individual school safeguarding contexts.
Be accountable to line managers for appropriate use of time, organisation of ministry and mission and keep appropriate records e.g., diary
Be willing to work flexibly, and out of hours on occasion

### **The 'UP' Dimension: What would this look like?**

- Every child and adult in the school would have the opportunity and possibility of experiencing faith, in a way which is invitational but not coercive. This might be through BeSpace/Prayer Spaces in Schools, Space Makers Contemplative Toolkit, local pilgrimages, Jesus and Me clubs etc.
- Chaplaincy would help to develop a calendar of spiritual experiences throughout the year, led by the Christian year, but also acknowledging other faith traditions.
- Chaplaincy would support the community to unlock conversations about spirituality by helping answer existential questions so that people have a greater resilience and can develop deeper 'spiritual literacy.'

### **The 'IN' Dimension: What would this look like?**

- Nurture the leadership of pupils, staff and parents to support the fellowship of the school community.
- Supporting the mental health and well-being of the school through pastoral care.
- Responding to any immediate and emerging needs of the school community.

### **The 'OUT' Dimension: What would this look like?**

- Chaplaincy would seek primarily to work in close partnership with its local parish wherever possible. This would involve sharing Parish/Deanery Mission Action plans and School Development Plans to see where the areas of bisection and closest collaboration might emerge.
- The chaplaincy would seek to collaborate with parishes to encourage volunteer participation and involvement across the Church/School relationship to grow and develop in range and scale.
- The development of a Chaplaincy would be continually looking to network with a wide range of partnership organisations locally e.g. churches of all denominations/ charities/ council/ universities/other faith groups (where appropriate).
- The Chaplaincy would play a pivotal role in supporting the charitable work of the school so that pupils, staff and parents would be encouraged to 'make a difference' in their communities in small and significant ways e.g. harvest festivals, food banks, Christmas Shoe boxes.
- The Chaplaincy, working with local parishes, would seek to support, spiritually and pragmatically, the most vulnerable families and groups in the community.
- A key area of collaboration could be working with local parishes towards the Archbishops' Young Leaders Award, time permitting.

## Person specification

<b>ESSENTIAL</b>	
<b>Qualifications/ Knowledge/ Experience</b>	A committed Christian faith
	Awareness of current issues facing C/YP and how to engage with them pastorally
	Some previous experience of working in, or volunteering with, a school
	Functional competence in literacy, numeracy and IT at role appropriate level. Social media literate
	Have completed or is willing to undertake chaplaincy training – i.e. Centre for Chaplaincy in Education
<b>Skills</b>	Effective communication skills for a range of audience and purposes
	Be a strategic leader for spiritual growth within schools
	Good organisational skills.
	Able to self -motivate, manage own diary and judge priorities
	Able to be team player and a team leader
	Able to work with the breadth of churchmanship within the Anglican tradition
<b>Personal qualities</b>	Able to travel about the deanery
	Approachable
	A good active listener
	Willing to learn
	Prayerful and reflective
	Open to all faiths and none
	Adaptable
	Energetic and enthusiastic to share a vibrant living faith in a relevant way
<b>DESIRABLE</b>	
	Experience in working with C/YP, church and/or community projects
	Creative and willing to take risks for learning outcomes
	Qualification in counselling
	Experience in counselling and mentoring
	Familiarity with tools such as Open the Book
	Familiarity with the current educational scene and school context
<p>There is a Genuine Occupational Requirement (GOR) that this post holder is a Christian as this is a Christian ministry post Equality Act 2010 Part 1. Post subject to an enhanced DBS check.</p>	