



THE SCOTS COLLEGE

Role Description – Preparatory School Chaplain

"In seeking to serve God faithfully, the Scots College exists to inspire boys to learn, lead and serve as they strive for excellence together" (Scots to the Fore: Brave Hearts, Bold Minds – Our Strategic Intent 2015 – 2025)

1. Position Title: Preparatory School Chaplain
2. Role Purpose: Support the strategic directions of The Scots College through delivery of effective teaching and learning programs in Christian Studies, preaching in Chapel services and Assemblies, coordinating and leading activities including Bible Studies and Cru groups and engaging in ministries among staff, parents and the wider community.
3. Location: The Preparatory School
4. Responsible to: Directly responsible to the Vice Principal – Head of Christian Mission and Community.
Ultimately responsible to the Principal.
5. Principle Relationships: Principal, Vice Principal – Head of Christian Mission and Community, Preparatory School Campus Leaders, members of the Chaplaincy team and Christian Studies Department, Students and Parents.
6. Key Accountabilities:
 - To teach Christian Studies and to lead the development of the Christian Studies teaching programs
 - To facilitate and preach at Chapel services and special Assemblies
 - To lead and promote Bible study groups, and a range of other ministries for students, including Cru groups
 - To foster and support ministries to engage the whole College community, including Staff, Old Boys and parents
 - To strengthen connections with the Presbyterian Church, its mission, institutions and programs

7. Key Tasks and Expected Outcomes:

Position Responsibilities	Core Activities	Key Performance Indicators List the measures used to determine achievement of activities
Teaching Christian Studies	<ul style="list-style-type: none"> Teaching Christian Studies Lead the development of programs in Christian Studies Using a range of teaching strategies responsive to the learning strengths and needs of students Integrating ICT into teaching and learning programs Maintaining positive and effective routines in the classroom Providing timely and meaningful feedback to students and parents 	<ul style="list-style-type: none"> Programs developed Range of teaching strategies used Student outcomes Quality of feedback to students Feedback from students, parents and Vice Principal
Chapel Services and Assemblies	<ul style="list-style-type: none"> Designing and leading the development of Chapel programs Facilitating and speaking at regular Chapel services Speaking at special Assemblies Mentoring students in supporting Chapel leadership 	<ul style="list-style-type: none"> Student engagement in and leadership of Chapel services and Assemblies Stakeholder feedback
Student Bible study groups and other ministries	<ul style="list-style-type: none"> Leading / promoting Cru lunchtime groups Coordinating Inter-Cru afternoon teas and facilitating visits by staff from Crusaders Mentoring individual students within the Preparatory School through Bible Studies and Christian growth opportunities Facilitating opportunities for students to engage in service activities, including running charity events Planning and organising the annual Father-Son camp 	<ul style="list-style-type: none"> Student involvement in Bible study groups Student attendance at events Student leadership of Cru activities Student service activities Feedback from students, parents, staff and other stakeholders
Ministries engaging the wider College community	<ul style="list-style-type: none"> Supporting Staff Bible studies and prayer meetings Assisting in developing programs to support staff in faith expression and Christian leadership Supporting Old Boy ministries Supporting a culture of prayer, including participation in Prayer Breakfasts Assisting in developing programs for outreach to and encouragement of parents 	<ul style="list-style-type: none"> Attendance at Staff prayer and Bible study Staff induction and professional development programs Old boy support of Christian events and programs Opportunities for parents to explore key Christian beliefs and perspectives.
Connections with the Presbyterian Church	<ul style="list-style-type: none"> Supporting and strengthening relationship with Presbyterian Ladies College, including co-ordination of joint social events Supporting and strengthening relationship with Presbyterian Youth, including facilitating visits by PY staff and promoting PY camps Supporting and strengthening relationship with Christ College 	<ul style="list-style-type: none"> Student participation in activities with PLC Visits to Scots by PY staff Attendance by College students at Presbyterian Youth camps Hosting of mission team from Christ College

Co-curriculum and Sport	<ul style="list-style-type: none"> • Participating in co-curricular/sporting activities • Planning and delivering an engaging and positive program in the co-curricular/sporting area 	<ul style="list-style-type: none"> • Participation • Quality of program • Student / colleague/ parent feedback
Other duties	<ul style="list-style-type: none"> • Participating in Staff meetings and College functions as required • Carrying out student supervisory duties as required • Participating in the regular performance appraisal process of the College • Participating in professional development activities • Supporting and promoting the Christian ethos of the College • Meeting regularly with the Chaplaincy and Christian Studies Team as part of the performance appraisal and professional development practices of the College 	<ul style="list-style-type: none"> • Feedback from Vice Principal and Campus Leaders • Feedback from stakeholders

8. Selection Criteria

- Qualifications in Education and/or Theology / Biblical Studies and registration with NESA
- Experience in Christian ministry preferably to children of early learning primary age (3-12 yrs)
- Ability to work with and as part of the Christian Studies and Chaplaincy teams and to teach Christian Studies across all stages of the Preparatory School
- Ability to infuse the Christian ethos into teaching practice
- Propensity to recognise the value and uniqueness of each individual within the College community
- Commitment to one's own ongoing learning
- Professional and personal integrity
- Being flexible and open to change
- Being proactive and innovative
- Effective interpersonal skills and communication