



POSITION DESCRIPTION

Position title:	School Chaplain/Religious Pastoral Support Worker
Reports to:	Principal
Tenure/FTE status:	Part-Time 7.5 Hours/Week Lutheran School Administration Officer – Grade 3
Conditions:	All teaching staff of the schools are employed in accordance with the <i>Lutheran Schools SA Enterprise Agreement 2019</i> as amended from time to time

PURPOSE OF THE ROLE OF SCHOOL CHAPLAIN/RELIGIOUS PASTORAL SUPPORT WORKER

The School Chaplain/Religious Pastoral Support Worker will support the wellbeing of students through pastoral care services and implementing strategies (in consultation with relevant school staff) that support the broader school community.

RESPONSIBILITIES

The Chaplain at Loxton Lutheran School shall be sympathetic and supportive of the Mission, Vision and Values of the school and be responsible to the Principal for the efficient performance of all duties.

The Chaplain will provide greater pastoral care and enhance engagement with the wider community (eg: options such as ELC, Playgroup, information evenings, etc).

The general expectations, rights and obligations of the position are as outlined in the following documents:

- LCA Statement “Lutheran Church of Australia and its Schools”
- LEA Code of Ethics for Safe and Professional Relationships.
- Workplace Relations Fact Sheet – “Your Rights and Obligations”
- Loxton Lutheran School – “Mission Vision and Core Values”
- Code of Conduct for School Chaplains under the National School Chaplaincy Programme
- Values for Australian Schooling

In addition, we at Loxton Lutheran School aim to share our God given talents in service to Him in an environment where open, honest and transparent communication is



valued and promoted and where collaboration, colleagues and teamwork are highly valued.

PERSONAL ATTRIBUTES/KNOWLEDGE AND SKILLS

The Chaplain will:

- Be directly responsible to the Principal in all matters pertaining to the role description. The School Chaplain/Religious Pastoral Support Worker will be expected to communicate directly to the Principal regarding case load and Chaplaincy services offered
- Display professionalism, enthusiasm and creativity in engaging the school community through the provision of Chaplaincy services
- Display discretion, confidentiality, honesty and integrity in his/her relationships with the different sectors of the school and wider community
- Demonstrate efficiency, initiative, outstanding personal organisation, reliability and sound standards in dress, appearance and speech
- Set good examples of Christian living in the school and in his/her private life and in particular, be an active, worshipping Christian
- Demonstrate a strong commitment to the ethos of Lutheran schools
- Recognise the complexities of relationships between the Governing body, the Principal, teaching and non-teaching staff, students and the parents. It is expected that teachers will uphold the roles and responsibilities of each group and individual members, seeking to encourage the development of positive relationships between all sectors of the school community
- Recognise the relationship that exists between the school and its supporting congregations. It is expected that the Chaplain will appreciate the nature of this relationship and seek positive ways to maintain and develop it
- Recognise the relationship that exists between the school and neighbouring learning sites and seek positive ways to maintain and develop them
- Work as part of a wider team, supporting well-being and pastoral care across the school

The Chaplain is required to demonstrate:

- A love of children and an ability to relate to them and their families
- Excellent communication, organisation and time management skills
- flexibility to deal with a constantly changing school / educational environment
- A sense of humour and excellent interpersonal skills
- Empathy with the ethos of a Lutheran school



- The ability to work as part of a team
- Initiative
- A clear understanding of personal and professional boundaries

EDUCATIONAL QUALIFICATIONS AND VOCATIONAL REQUIREMENTS

To be employed in schools, the Chaplain/ Religious Pastoral Support Worker must have the following minimum qualifications:

- A current child related employment screening (this is currently the Department of Human Services - Child Related Employment Clearance);
- Current Responding to Abuse and Neglect Training – Education and Care;
- A Certificate IV in Youth Work; or
- A Certificate IV in Pastoral Care; or
- A Certificate IV in Chaplaincy and Pastoral Care or
- An equivalent qualification which must include competencies in 'mental health' and 'making appropriate referrals'.

The Chaplain will:

- Be a practising Christian
- Have an array of life experiences that demonstrate strength of character, wisdom and suitability to the position
- Have the ability to work unsupervised
- Comply with any legal requirements relevant to the position
- Have the relevant clearances from SAPOL (DCSI Screening)
- Gain accreditation in the following areas:
 1. Mandatory Reporting Certification
 2. First Aid Qualification
 3. LEA Valuing Safe Communities Training

It is desirable that the Chaplain has experience in:

- Working with families and children
- Supporting and caring for others
- Familiarity with the counselling process
- Working in a team environment