



**JOB PROFILE**

**CHAPLAIN**

**Luckley**  
HOUSE SCHOOL



# WELCOME



Thank you for the interest you have shown in joining Luckley House School as Chaplain.

Luckley House is a warm and welcoming boarding and day school. We are a community, small enough at 370 pupils for everyone to be seen, valued and counted but large enough to provide a wide variety of academic, sport and creative opportunities.

Our uniqueness lies in the combination of our size, Christian ethos and flexibility to meet the needs of individual pupils and their families. We provide a distinctly academic education that is tailored to the individual needs of each pupil. This is offered in the context of a broad curriculum which celebrates the arts and sports as much as academic achievement.

Luckley is keen to appoint a strongly pastoral and Christ-centred Chaplain to support the whole school community and lead the spiritual life of the School. This is a Governor appointment, and the role sits on the School's Leadership Team.

The primary role of the Chaplain is to be pastor of the School community. We are looking for someone who is a committed Christian who considers Word and Spirit essential to their leadership. Applications will be accepted from ordained or non-ordained applicants with appropriate experience.

I am delighted that you are considering applying for this role and hope that you feel inspired to submit an application.

I look forward to hearing from you.

**Mrs Claire Tao, Chair of Governors**



# ABOUT LUCKLEY HOUSE

Luckley House is a co-educational, independent day and boarding school for pupils aged from 11 to 18 years. Situated on the southern outskirts of Wokingham, Berkshire, Luckley House is set in 20 acres of landscaped lawns and majestic woodland. The School has a Christian ethos with a mission and values which flow from this.

The mission of the School is to provide an outstanding education for boys and girls characterised by academic excellence, a rich and diverse range of opportunities, aspiration and enthusiasm for life and generosity of spirit. The School has strong traditions in music, drama, art, debating, community outreach and sport, and there are many cocurricular activities open to pupils to help them develop their talents to reach the highest possible standards.

Luckley House was formed in 1959 through the merger of two girls' schools: Luckley School, founded in 1918 on the current site, and Oakfield House, established in the Lake District in 1895. The School adopted the name Luckley House School in 2013, and in 2015 began admitting boys for the first time. Over the past decade, student numbers have grown by over 75%, with boys now comprising half of the student body. Currently, the School has around 370 students and has been given approval to expand to 420.

The School is committed to inclusivity, welcoming pupils from all faiths and backgrounds, which enriches the community and prepares students for the diversity of the modern world. Most students live within a 15-mile radius of the School, with many joining in Years 7, 9, and the Sixth Form from both independent and maintained schools. There are 40 boarding places available, with between 35 and 40 students boarding on weeknights, approximately half of whom are from abroad or are weekly boarders.

Luckley House offers a highly personalised academic experience, tailoring its education to the individual needs of each pupil.

The academic results at both GCSE and A Level consistently exceed national averages, and the majority of students secure places at their first-choice universities.





# THE ROLE

**JOB TITLE:** Chaplain (Member of SLT)

**JOB PURPOSE:** To be a key pastoral figure in the School in promoting Christian values and leading the spiritual development of students and staff in line with Luckley's ethos. The Chaplain forms part of the pastoral team and works alongside it to provide the best care possible for our young people. The Chaplain has a major role in the pastoral care of all our young people irrespective of their individual faith.

The Chaplain's strengths will lie in spiritual guidance, building relationships, offering counsel, nurturing community ethos, supporting collective worship and values education.

**ACCOUNTABILITY:** To the Board of Governors

**TO START:** September 2026

**TERMS:** Permanent, full time or part time

**HOURS:** The post is full time if the applicant is also able to teach, however the post could be part time for an exceptional candidate who is not a teacher, likely between 3 and 4 days a week.

**SALARY:** A generous package in line with qualifications and experience. Accommodation could be available.

**CLOSING DATE:** Friday 20 February 2026 (noon)

**INTERVIEWS:** Thursday 5 March 2026

(Early applications are advised as we reserve the right to interview and appoint before the closing date.)

## Key Responsibilities

### Spiritual

1. Ensuring the church seasons are celebrated appropriately.
2. Taking responsibility for all services of worship within the school, including weekly services, Carol Services and other major services in consultation with the Head.
3. Liaising with the Director of Music regarding provision of music for services and liaising with the Deputy Head Pastoral about the programme of School services.
4. Overseeing and directing the work of the Prefects with a responsibility in Chaplaincy.
5. Enabling pupils of other faiths to have access to appropriate worship and teaching.
6. Provide an agreed focus with the Governors and Head for the development of a Christian presence and strong moral compass in the School.
7. Meet with the Head weekly.
8. To engage with local Christian leaders, other school chaplains and TISCA.
9. Form links with Christian youth camp leaders e.g. Scripture Union, Stewards Trust, Titus Trust and the promotion of such camps

to young people at Luckley to attend.

10. Involvement in relevant networks supporting evangelical Christian ministry in independent schools.

### Pastoral

1. Work closely with the pastoral team to complement and widen the care offered by the School.
2. Being a force for good, instilling moral values in the pupils.
3. Providing a listening ear for all.
4. Providing individual support to identified pupils and staff as appropriate.
5. Meet with the Deputy Head Pastoral on a regular basis.
6. Take the lead on the Life Skills (PSHE/RSE) programme for the whole school.
7. Teach some of the Life Skills Curriculum to all Sections.
8. Develop a working relationship with the Health Centre to enable oversight and support of children and families who are struggling with sickness and time off school.

### General

1. Interpret, maintain and apply Luckley's aims to all aspects of school life.



2. Promoting and supporting the welfare of the staff and the pupils by being available to them as required.
3. Playing a prominent role in the School's programme of Open Days and other School Celebrations.
4. Ensuring that any issues are communicated quickly and sympathetically as appropriate.
5. Playing a full role in the everyday life of the School beyond the chapel, including Boarding, encouraging the pupils in their various endeavours at School.
6. Playing a prominent role with parents
7. Assisting the Head to develop links within the wider community.
8. Serve on the School's Leadership Team.
9. The development of the Christian service projects and in helping our pupils give of themselves in service to the School and the wider communities.

### Other

The Chaplain is also a support to the staff at Luckley. They will sometimes be a confidant(e) of the Head; therefore, it is essential that a good rapport and a high level of trust exist between them, so that the Chaplain will be supportive of the work of the Head and the Head will be confident about the ministry, influence and wisdom that the Chaplain will exercise.



## PERSON SPECIFICATION

### ESSENTIAL

- Educated to degree standard or equivalent
- Experience of working with young people
- Experience of Christ-centred preaching and teaching of the Christian faith
- Experience of leading Bible studies
- Comfortable with the formal and informal aspects of independent education
- Good communication skills with all ages
- Creative and innovative speaker
- Inclusive manner and promotes unity
- Strong organisational and administrative skills
- Diplomacy
- Determination to see tasks through to completion and a strong work ethic
- Team player
- Ability to empathise
- Approachable
- Ability to foster and sustain positive relationships
- Humility, patience and compassion.
- Loyalty and dedication
- Positive Role Model who does not become partisan within the Christian or wider school community

### DESIRABLE

- Teaching or theological qualification
- Counselling qualification
- Experience of working in schools
- Experience of working at Christian youth events
- Desire to be involved in leading on Christian youth events during the school holidays
- Good level of ICT competence
- Involvement in relevant networks supporting evangelical Christian ministry in independent schools

# STAFF BENEFITS



## PLACE OF WORK

Luckley House School,  
Wokingham; a historic market  
town with vibrant centre and  
great transport links



## GYM

Free use of the School gym.



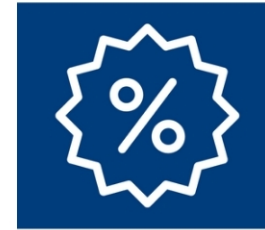
## EMPLOYEE ASSISTANCE PROGRAMME

Confidential independent  
support service for all staff.



## PARKING

Free on-site parking.



## FEE REMISSION

Fee concession of 25% for all  
staff (pro rata if part time).



## PENSION SCHEME

Contributory pension scheme  
through APTIS with generous  
employer's contribution



## DEATH IN SERVICE

If an employee dies while in  
service, a lump sum of four  
times their salary is paid.



## ELECTRIC CHARGING POINTS

These are located on-site in  
designated parking bays.



## STAFF SOCIALS

The School holds a Staff Social  
at the end of each term and all  
staff are invited to attend.



## WELLBEING

The School holds an annual  
well-being afternoon.



## HEALTH CENTRE

All staff can access the Health  
Centre for urgent medical  
issues.



## FLU VACCINE

All staff are entitled to one  
free flu vaccine every year.



## PROFESSIONAL DEVELOPMENT

The School has a dedicated  
training budget for all staff.



## HALF-TERM HERO

Staff can nominate a colleague  
for a prize draw at the end of  
each half-term



## MEALS & SNACKS

Free lunches and  
refreshments during term  
time.





## HOW TO APPLY

For further details please contact please contact HR on 0118 974 3207 or 0118 974 3223 or via email [Recruitment@luckleyhouseschool.org](mailto:Recruitment@luckleyhouseschool.org)

Applications will need to be submitted via the TES: [www.tes.com/jobs/employer/-1002273](https://www.tes.com/jobs/employer/-1002273)

**Closing date: Friday 20 February 2026 (noon)**

We reserve the right to interview and appoint before the closing date.





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HOL  
DEPUTY  
FORM CAPTAIN  
ART SCHOLAR

Luckley  
HOUSE SCHOOL