



# Job Description

**Part-Time School Chaplain  
St Saviour's & St Olave's School**

## **Overall Purpose of the Role**

Our school has an Anglican foundation, and the role is suitable for those for both lay and ordained candidates. The Chaplain provides pastoral care and spiritual leadership for students and staff, working closely with their SLT line manager and the Headteacher. They nurture and support those of Christian faith while creating opportunities for others to encounter and explore Christianity. Respecting those of other faiths or none, the Chaplain helps foster an inclusive environment and ensures pastoral support for all members of the school community.

The Chaplain also contributes to the school's wider outreach—supporting vulnerable families, working with the local cluster of schools, and maintaining strong links with parishes, deaneries, the Diocese of Southwark, and community networks.

## **Key Responsibilities**

### ***Spiritual***

- Promote and develop the Christian ethos of the school.
- Work with the Headteacher and Governors to nurture the school as a Christian community.
- Support those of other faiths and none, providing opportunities for prayer and engaging faith representatives where appropriate.
- Create opportunities to develop the spirituality of pupils and staff.
- Organise extra-curricular activities (e.g. Bible study, prayer groups, chapel worship).
- Plan and lead retreats, pilgrimages, and quiet days.
- Ensure the chapel remains a sacred and welcoming space.

### ***Pedagogic***

- Champion Religious Studies and support RS teachers in enriching the curriculum.



- Contribute to lessons where appropriate.
- Support the development of the school as a Eucharistic community.
- Offer preparation for baptism, first Holy Communion, and confirmation in partnership with the Parish and students' home parishes.

### ***Liturgical***

- Organise collective worship, including Thought for the Day, in collaboration with staff and students.
- Develop activities to mark and celebrate major feasts and seasons of the Church year.
- Gather and share worship resources that reflect the inclusive ethos of the school.
- Plan and preside at both Eucharistic and non-Eucharistic worship.
- Encourage music in collective worship, working with the Music Department.
- Support student leadership of worship and develop worship leaders within learning communities.
- Seek opportunities to connect collective worship with curriculum themes.

### ***Missional & Outreach***

- Maintain strong links with the Parish, working closely with the Incumbent and encouraging parishioner engagement with the school.
- Promote the school within local Deaneries and the Diocese of Southwark.
- Be a representative voice in the Deanery for schools.
- Attend chaplain meetings and collaborate with the Diocesan Board of Education.
- Encourage students and staff to consider social responsibility and lead/support charitable events.
- Promote the mission of the school by creating opportunities for students to serve the local community.
- Support the school's wider community work through existing contacts and initiate new projects.

### ***Prophetic***

- Serve as resident theologian, helping staff and students to reflect on and interpret



the world around them.

### ***Pastoral***

- Provide pastoral care to both staff and students.
- Participate in key moments in the life of each year group where appropriate.
- Support students and staff in times of crisis.
- Offer guidance and counsel to parents, and where necessary, signpost to other support services.
- Prepare termly reports for the Full Governing Body and/or Curriculum and Pastoral Committee.

### **Additional Duties**

The Headteacher may require the Chaplain to perform other duties from time to time



# Person Specification

## Part-Time School Chaplain St Saviour's & St Olave's School

The successful candidate will be able to demonstrate the following:

### Spiritual & Personal Qualities

- Active involvement in a worshipping Christian community e.g. a church affiliated with Churches Together in Britain and Ireland or Churches Together in England and/or one of the other major ecumenical bodies such as the Evangelical Alliance
- A clear sense of spiritual leadership.
- A calm and reflective presence, especially in times of crisis.
- Commitment to helping others reflect on local, national, and global events.
- Willingness to work positively with people from different Christian traditions.

### Professional Skills & Experience

- Proven ability to work effectively as part of a team.
- Commitment to working with children and young people in challenging circumstances and from diverse ethnic and social backgrounds.
- Experience of building positive, supportive relationships with young people.
- Creativity in facilitating acts of worship.
- Experience of developing new initiatives in partnership with others.
- Good education, ideally to degree level.
- Understanding of the responsibilities of working within a school environment.
- Confident IT skills, or a willingness to learn.

### Safeguarding & Values

- Strong commitment to the protection and safeguarding of children and young people.
- Commitment to equal opportunities and inclusion.



### **Safeguarding Statement**

Our school is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to a satisfactory enhanced DBS check. We are an Equal Opportunities employer.



