

## JOB TITLE: Academy Chaplain

### Job Profile

Title	Academy Chaplain based at Hucknall National Church of England Academy (0.5 FTE unless otherwise agreed)
Reports to	The Diocesan Director of Education A designated member of the Academy's Senior Leadership Team
Location	Hucknall National Academy
Basis of employment:	Permanent / part time
DBS check required? (Yes/No)	Yes
Date written/updated	June 2025

### Purpose of Role

The Diocese has a vision of Living Hope for the city, towns and villages of Nottinghamshire and beyond, and is committed to its mission of Growing Disciples of Christ with Compassion, Confidence and Courage.

The role of Academy Chaplain supports the Diocesan Vision in a wide range of ways including by creating encounters with Christ in our schools, helping children and adults to flourish, developing leadership, facilitating courageous advocacy and nurturing younger disciples.

#### Main Purposes of Role:

- Promote and develop the Christian character, ethos and practice of the Academy.
- Represent the values of Christ to the Academy Community.
- Build and co-ordinate a Chaplaincy Team to support the work amongst students, staff and the local community.
- Develop links with local church(es) to support collective worship, provide opportunities for faith engagement and develop pathways to Christian discipleship.
- Support the care and nurture of the Academy community.

### Principal Tasks

#### Principal Responsibilities:

- Lead on and co-ordinate events and practices which develop Christian distinctiveness across the Academy, including collective worship and opportunities for faith engagement.
- Contribute to the strategic development of the Christian vision of the Academy in collaboration with the Academy Leadership Team, the Academy Chaplaincy Team and local lay and ordained ministers.
- Lead in the spiritual development of children and young people within the Academy.
- Be a critical and prophetic friend to the Senior Leadership Team and especially the Headteacher.
- Build and facilitate active engagement with local churches.

**Principal Tasks:**

- Take lead responsibility for the development and delivery of collective worship and, in collaboration with the Assistant Headteacher (Christian Distinctiveness), develop the annual academy calendar of worship themes.
- Support tutors in the delivery of collective worship within tutor groups.
- Oversee the annual cycle of special services and events including the Year 7 welcome service, services to mark Christian festivals, end of year services and governor, staff and student services of Holy Communion.
- Co-ordinate the lunchtime chaplaincy groups and take an active part in one or more of them.
- Contribute to the pastoral care of staff, children and their families as required.
- Develop Christian distinctiveness within the Sixth Form, in collaboration with the Assistant Headteacher (Christian Distinctiveness).
- Contribute to the Sixth Form programme each term.
- Develop and lead on opportunities to explore the Christian vision of the Academy, especially the annual 'Big Questions' and prayer weeks.
- Build strong relationships with local clergy and churches.
- Encourage and facilitate positive church engagement in the Academy, including: *'Church in school', new worshipping communities and/or after-school Church, as appropriate.*  
*Christian groups or activities provided by the local church.*  
*Developing pathways so young people can progress from school into Christian discipleship as part of the wider church.*
- Develop, motivate and support a team of ecumenical chaplaincy volunteers, including from local churches, thereby enabling them to build relationships across the Academy community.
- Encourage work related to charities and overseas mission projects including initiatives that link academy and church.
- Represent the Church within the life of the Academy at key events including open evening, year 6 welcome day, achievement evening and results days.
- Monitor and develop Christian art across the campus including sculpture, posters and scripture verses.
- Participate in the preparation and leading of prayer at staff briefing, staff meetings and INSET days and contribute the worship component of the Academy Bulletin each week.
- Contribute to the Academy Team Improvement Plan and make a significant contribution to the OFSTED and SIAMS inspection processes with regard to Christian distinctiveness.
- Work with feeder church primary schools and academies to forge relationships with students and parents to support transition to secondary academy.
- Work within the agreed policies of the Academy having particular regard to the Academy Safeguarding Policy.
- Liaise with the Diocesan Education Team and participate in Diocesan school chaplaincy network meetings.
- Provide a listening service for students.
- Recruit, develop and lead the student ARCH ambassadors.

**Person Specification****Qualities, Qualifications and Experience Required:**

- Active personal Christian faith (essential; an occupational requirement).
- Engage well with children and young people (essential).
- A track record of working well in a team (essential).
- Proven communication skills (essential).
- Effective leadership skills (essential).
- Previous ministry experience - lay or ordained (essential).

- Previous school/academy experience (desirable).
- Classroom teaching experience (desirable).

## Terms of Employment

Work pattern	Standard working hours are 17.5 hours per week; there is a natural emphasis on term-time working.
Salary	£39,742 - £42,794 (FT) per annum <b>pro rata.</b>
Holiday	5 weeks per annum, <b>pro rata.</b>
Probation	6 months.
Special Conditions	There is a genuine occupational requirement for the post holder to be a communicant member of the Church of England or a member of the Churches Together in Britain & Ireland.