**Job Description**

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| **Role Title:** Academy Chaplain based at Hucknall National Church of England Academy (0.5) FTE |
| **Main Purpose of Role:**   * to develop and co-ordinate the Chaplaincy Team in order to promote and develop the Christian ethos of the academy and to support the care and nurture of the whole academy community |
| **Responsible to:**  The Diocesan Director of Education |
| **Working Relationships (both internal and external):**   * staff, children and families of the National Church of England Academy and key individuals in church primary academies * members of the chaplaincy team * local church leaders across the denominations * diocesan education team |
| **Principal Responsibilities:**   * Engage with local churches in order to develop, motivate and support a team of ecumenical chaplaincy volunteers, thereby enabling them to build relationships across the academy community * 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 Principal |
| **Principal Tasks:**   * take lead responsibility for the development and delivery of collective worship and in collaboration with the Assistant Principal (Christian Ethos) to develop the annual academy calendar of worship themes and support home tutors in the delivery of collective worship within tutor groups * Develop the Christian ethos at HSFC in collaboration with the Assistant Principal (Christian Ethos) * co-ordinate the lunchtime chaplaincy groups and take an active part in one or more of them * oversee the annual cycle of special services including the Year 7 welcome service, services to mark Christian festivals, end of year services and governor, staff and student services of Holy Communion * contribute to the pastoral care of staff, children and their families as required * contribute to the sixth form programme each term * manage the academy's Value Award scheme each term * develop mission opportunities within the academy especially the annual 'Mission' and 'Prayer' weeks * 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 of 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 SlAMS inspection process with regard to Christian distinctiveness * work with the feeder church primary academies to forge relationships with students and parents to support transition to secondary academy * co-ordinate the Chaplaincy Vision Group across the National family of academies and especially activities relating to Education Sunday * 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 |
| **Relevant Qualifications and Experience required**   * engage well with children and young people (essential) * a track record of working in a team (essential) * proven communication skills (essential) * leadership skills (essential) * previous ministry experience -lay or ordained (essential) * previous academy experience (desirable)   classroom teaching experience (desirable) |