

Position Description – College Chaplain (Both campuses)



POSITION TITLE:	College Chaplain (across campuses)
RESPONSIBLE TO:	The College Chaplain is responsible to the Principal. The Principal is delegated the responsibility for the day to day management of the college and has a significant responsibility in the development, implementation and realisation of the college's strategic initiatives through and with Senior Executives of the College.
REPORTS TO:	College Pastor
MAIN OBJECTIVES:	<ol style="list-style-type: none"> 1. Work in close collaboration with other members of the Chaplaincy team in building relationships within and amongst the college community 2. Fostering the emotional and spiritual growth of Trinity students. The ability to lead and facilitate small groups and develop programs that promote connectedness will be an integral part of achieving this. 3. To support the College Pastor to instil in young children and adolescents the understanding of the gospel 4. To grow followers of Jesus to live a purposeful life empowered and guided by the Holy Spirit to make disciples of all nations 5. To grow the Christian ministry of the College
KEY PERFORMANCE:	To build relationships within and amongst the community whilst ensuring the emotional and spiritual growth of Trinity students; and to grow the Christian ministry of the college beyond the college.
DUTIES AND RESPONSIBILITIES:	<p>The duties and responsibilities of this role are as follows:</p> <ul style="list-style-type: none"> • Prayerfully seeks out God's purpose and vision for the ministry • Set and embed the vision and strategy for the ministry • Structure a simple and welcoming environment that helps people, especially non- churched or de-churched, connect into a missional community and the base for a new church plant; • Be responsible for the spiritual and pastoral leadership care within the ministry • A willingness and commitment to work with the Lutheran Church of Australia • Recruit and have oversight of the various ministries within the chaplaincy ministry such as youth groups, care groups, alpha courses, etc • Engage with other church planters or church planting networks (i.e. Geneva Push, City-to-City, Acts 29 Australia/New Zealand) for mutual encouragement and support. • Create environments that are conducive to the proclamation of the Gospel in a manner that can be heard by both unchurched and churched peoples while consistent with the Lutheran ethos. • Ensure processes and systems are in place to support new believers • Build connections with students to support evangelistic efforts • Establish and lead the College Youth Group. • Equip others (Christian students, staff and parents) to support the mission of the school by providing evangelistic and discipleship training • Participates in negotiated and agreed professional development • Conduct regular chapel messages for students at the College • Consults regularly with the College Principal and College Pastor to monitor ministry requirements and communicate relevant information • Undertakes other duties as determined by the College Pastor

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<p>SELECTION CRITERIA:</p>	<p>The following criteria will be used by the selection panel when short-listing candidates:</p> <ul style="list-style-type: none"> • A committed Christian, with a heart for ministry, who is called by the Holy Spirit to lead a school-based ministry which may lead to a church plant initiative. • Strong understanding and knowledge of evangelistic ministry within the Lutheran Church of Australia • Completed or prepared to complete a Church Planter Assessment • Obtain and hold a valid blue card before engaging in activities with children and young people. • Capacity or ability to demonstrate a capacity to lead and manage Christian ministry • Possesses entrepreneurial qualities such as motivation and passion, self-discipline, risk taking, creative thinking and persistence through adversity • A passion to see others come to know Jesus Christ • Demonstrated capacity to be an empathetic listener, an engaging and persuasive speaker, and a diplomatic communicator with strong written communication skills • An ability to manage programs and resources on time and within budget • Completion of Lutheran Church of Australia Professional Standards Training (or to be completed as possible once employed) • Accredited Lay Worker (LW) or willingness to work towards LW accreditation • Current valid driver's licence
<p>APPENDIX</p>	<p>Appendix 1 - Code of Conduct</p> <p>In providing these services, the school Chaplain must sign and observe the following Code of Conduct. The school Chaplain will:</p> <ul style="list-style-type: none"> • Recognise, respect and affirm the authority of the school Principal and/or school governing body, and will work in consultation with them • Respect the rights of parents/guardians to ensure the religious and moral education of their children is in line with their own convictions • Adhere to all relevant Commonwealth, state or territory policy and legislation, including that concerning privacy and confidentiality • Contribute to a supportive, inclusive and caring learning environment within the school • Chaplains should avoid unnecessary physical contact with a student, recognising however that there may be some circumstances where physical contact may be appropriate such as where the student is injured or distraught • Not put him or herself, or allow him or herself, to be placed in a compromising situation, recognising that there are circumstances where confidentiality may be sought by the child • Where information is provided about the support and services available in community groups, including religious groups and in the broader community, this information must be accurate and impartial • Act as a reference point for students, staff and other members of the school community on religious, spiritual issues, values, human relationships and wellbeing issues. This includes providing support for grief, family breakdown and other crisis situations.
<p>WORKPLACE HEALTH & SAFETY</p>	<p>The College is bound by the provisions of the Work Health and Safety Act 2011 (the Act) which provides the legislative framework for workplace safety</p>

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	<p>in Queensland. The Act protects employees, other persons at work, and members of the public who enter a workplace. It also creates significant responsibilities for individuals, notably Heads, managers and employees. Achievement of the College's WH&S objectives depends on the cooperative efforts of everyone concerned.</p> <p>The employees of the College (including Contractors) are required to:</p> <ul style="list-style-type: none"> • Take care to protect their own health and safety, and that of their fellow workers. • Comply with statutory requirements, College policies and procedures and all lawful instructions of managerial and supervisory staff. • Wear and/or use all necessary protective clothing and equipment issued in order to protect the health and safety of themselves and fellow workers. • Under no circumstances operate vehicles, plant or equipment while under the influence of alcohol, drugs or any other dangerous substance • Set a personal example. <p>Where a staff member obtains evidence of a non-conformance with the WHS system, he or she must bring that non-conformance to attention of his or her direct Supervisor. Where such non-conformances involve significant risk to anyone's health or safety, staff must bring them to the immediate attention of their supervisor; failing that, they will immediately inform their Manager, up through the chain of command to the Principal if necessary.</p> <p>Non-conformance with policies, procedures and lawful instructions will be dealt with in accordance with the College's Performance & Disciplinary procedures.</p>
HOURS OF DUTY:	Full Time, Work hours: 8:00am to 4:06pm
CLASSIFICATION	Salary – To be confirmed for individual appointments Lutheran Church of Australia Queensland District Lay Worker Remuneration Schedule. Terms and Conditions – As outlined in the above schedule and LCAQD LEQ EBA.
LOCATION	Trinity Lutheran College 641 Ashmore Road and 251 Cotlew Street ASHMORE QLD 4214

Applicants are expected to support the Christian ethos of this Lutheran college and to demonstrate courtesy, co-operation and teamwork with fellow members of staff.

Please note that this Position Description can alter with changes in the roles and responsibilities of the position, and that it will be used as a framework for regular appraisal.

Reviewed/Dated: 7 January 2022

I, _____, have read, understood and agree to undertake the responsibilities and requirements as detailed in this position description for College Chaplain.

Signature: _____ Date: _____