



College Chaplain

Aitken College is seeking an experienced and engaging Minister of Religion, to develop and support the religious and spiritual life of the College community as part of our Chaplaincy team.

Context

Aitken College is a school in association with the Uniting Church. It commenced operations in 1999. It has almost 1400 students in Prep to Year 12 and is located on 18 hectares in Greenvale, part of the urban growth corridor in the north-western suburbs of Melbourne. Aitken College offers a varied academic program which allows students to seek opportunities at all levels including VCE, VCAL and VET. As part of Values and Faith exploration, all students attend weekly Chapel services, and from Prep to Year 10 participate in compulsory Religion and Values Education classes and we offer Religion and Society as a VCE subject. College families have a wide variety of faiths and engagement with worship communities, which are acknowledged and valued by the school.

Aitken College is a Faith Community as recognised by the Uniting Church. It offers many opportunities and programs for faith development and exploration. Reach Out Community, known as 'ROC', has a focus on children's and family ministry and attracts up to 200 people to key events.

Chaplaincy Team

The Chaplaincy Team is comprised of the College Chaplain, the Community Chaplain and the Head of Religion and Values Education. The Chaplaincy Team is involved in all aspects of College life as it relates to Ministry, Pastoral Care, and Faith Community development. The team focuses on the teaching of Religion and Values Education and the delivery of weekly Primary and Secondary Chapel services. There is an increasing demand for spiritual care of the College Community, including students, staff and families. The Religious and Values Policy Statement provides an overarching philosophy to the program at the college.

Vision Statement

The vision for Aitken College is to develop and support a learning community of students, staff and families in association with the Uniting Church in Australia

Mission

The mission of Aitken College is to enable students to become informed and compassionate members of the wider global community.

Aims

Aitken College will aim to:

- Make the Christian faith relevant through an understanding of its major teachings by encouraging a personal faith journey.
- Inspire and challenge students to realise their academic, social and emotional potential to equip them for the 21st century.
- Promote and develop creativity, critical thinking, collaboration, perseverance and self-improvement.
- Encourage individuals and the community to be respectful, take responsibility and to act accordingly.
- Instil in students a sense of service.
- To cultivate an adaptive, innovative and continuously improving the school.

Key Selection Criteria:

- Ordained Minister or Pastor accredited in the Uniting Church.
- Willingness to work with young people and their families.
- School Chaplaincy experience preferred.
- High-level communication and presentation skills.
- Warm, welcoming and engaging disposition.
- Ability to work well in a team environment.
- Experience in developing community engagement.
- Understanding of diversity and inclusion in a school setting.

Religion & Values Policy Statement

- Religion and Values Education is an academic program, with the same curriculum documentation requirements as any other i.e. programs of work and programs of assessment.
- Religion and Values Education is a core subject and therefore compulsory subject for all students until Year 10.
- Agreement to attend Religion and Values Education classes is a condition of enrolment which parents subscribe to when enrolling children. It is listed as a condition of enrolment in the Terms of Enrolment form which parents also sign.
- The Religion and Values Education program presents the basis of Christianity, as subscribed to by the major denominations.
- There is no intention to convert people to Christianity or from one denomination to another.
- There must be liaison between the areas of Religion and Values Education, Chapel (under the direction of the Chaplain) and Life Skills so that a cohesive program is delivered.
- Religion and Values Education programs are subject to innovation, review and evaluation as any other subject in the curriculum.

Position Description: College Chaplain

Position Summary

The College Chaplain is responsible for providing opportunities as part of the Chaplaincy Team to lead and develop the religious and spiritual life of the College community. The College Chaplain duties encompass Chapel Services, contributions to the RVE program initiatives and the growth of the Faith Community and the Reach Out Community. The Religious and Values Policy Statement provides an overarching philosophy to the program at the college.

Reports

The College Chaplain reports to the Principal. They are part of the College Management Team.

Key Relationships

- Deputy Principal
- Assistant Principal (Primary)
- Assistant Principal (Secondary)
- Assistant Principal (Learning)
- Head of Middle School
- Head of Senior School
- Head of Wellbeing
- Director of Community Engagement

Key Responsibilities

- Leadership in weekly Chapel Services
- Provide spiritual direction and pastoral care of the Aitken College Community
- Offer and give support to College families in times of need
- Further the establishment of a Faith Community
- Establish and strengthen links with neighbouring congregations
- Represent the Uniting Church to the wider community
- Ensure a good working relationship with the Presbytery
- Contribute to the Reach Out Community program and Youth Group programs with the Community Chaplain.
- Oversee Baptism and Confirmation services and Family Worship initiatives
- Coordinate the work of other Chaplains in the school such as the Community Chaplain.
- Any other duties as directed by the Principal

Student Safety

- Understand and uphold College and staff obligations with regard to student safety
- Demonstrate commitment to student safety in all aspects of conduct
- Comply with all aspects of the College's Child Protection Program, including the College's Child Safe Policy Statement and Child Safety Staff Code of Conduct
- Report student safety concerns in line with College procedures and applicable mandatory reporting requirements
- Complete annual training in Child Safety as required

Occupational Health & Safety

- Adhere to, monitor and participate in the health and safety of staff and students undertaking activities within the scope of the Position Summary above
- Prepare and update required risk registers for student activities, safety management plans for specific staff or student tasks and any other documentation necessary for compliance with OH&S legislation
- Ensure that staff comply with all OH&S requirements

Environmental

- Support and participate in the Environmental programs of the College

Religion and Values Education Programs

- Support and participate in the Religion and Values Education Programs of the College

Essential Qualifications and Relevant Experience

- Minister in the Uniting Church
- Working with Children Check