

## Position Description



<b>Position:</b>	College Chaplain
<b>Location:</b>	Chaplain's office
<b>Position Allocation:</b>	Permanent Part Time 0.6 – 0.8FTE (dependent upon teaching allotment)
<b>Reports to:</b>	Principal
<b>Primary Focus:</b>	To minister to the students, staff and families of Cornish College, to be responsible for Christian leadership in the School community, promote the College values, vision and motto, as well as supporting and participating in the Wellbeing Program.

### A message from the Principal

*Education for a sustainable future* is education of a different kind. It is education that aims to take students to depths of understandings that are transferable beyond school, preparing them to make a difference for a better world.

The Cornish College Rings of Sustainability provide a lens through which we can operate, design curriculum and engage in critical thinking. The Rings represent four dimensions of sustainability that are interdependent: Personal Sustainability, Socio-Cultural Sustainability, Urban-Technological Sustainability and Natural Sustainability. We understand that each of these dimensions must be in balance in order to ensure a future where there is enough for all forever.

Our educational vision is about so much more than numbers. Every outcome that our students achieve, whether it be related to their ATAR; sporting achievements; participation in gifted and talented programs; social justice initiatives or the assessment of a unit of inquiry; should be an outcome that develops essential understandings about our world and builds upon the skills, knowledge and attitudes young people require for a sustainable future.

Employment at Cornish College offers teachers the opportunity to design and implement curriculum that makes a difference. It offers the opportunity to be part of a team where responsibility is shared, ideas are welcomed and pushing the boundaries of a curriculum framework is encouraged.

### Background

Located on 42 hectares of parkland next to the National Water Sports Centre adjacent to the suburbs of Patterson Lakes and Chelsea, Cornish College opened in 2012 and offers programs from ELC to Year 12. Cornish College has a double stream at all primary year levels and triple stream in all secondary year levels with a fourth stream commencing in Year 7, 2020. Currently there are 685 students from ELC to Year 12. The College offers an ELC program influenced by the Reggio Emilia approach to education and runs the International Baccalaureate Primary Years Programme from ELC to Year 6. This approach to teaching and learning is embraced in a multidisciplinary, concept driven and inquiry-based program in the secondary area. The Victorian Certificate of Education is offered in the senior secondary years.

With a strong emphasis on respecting the individual differences the College strives to see all young people thriving in the areas in which they have special aptitude. In line with this thinking the College offers vibrant programs across the curriculum.

*The College is committed to the safety and wellbeing of all children and all staff are expected to observe the College Code of Conduct.*

### The Position

#### Key Accountabilities

- Actively represent and appropriately communicate the Christian worldview within the College community, including the central role played by Jesus Christ in the relationship between people and God
- Act as a religious and faith worldview resource to the Staff and students
- Coordinate and contribute to the curriculum for the religious and values education program
- Be prepared to teach primary and secondary religious and values education if registered as a teacher
- Responsible for the conduct and leadership of chapel for students and staff
- Organise students/staff to lead chapel and related activities
- Assist students, staff and families to explore their faith by facilitating and supporting appropriate faith development activities
- Provide pastoral care to all members of the College community in liaison with the Wellbeing teams
- Actively network with other school chaplains
- Attend Cornish College Ministries, Presbytery and other committees of the Church as appropriate
- Actively pursue connections with the Uniting Church Synod, local Churches and Agencies
- In conjunction with the local ministers, assist in the organisation of marriages, funerals and baptisms or dedications as required

## Performance Expectations

- Plan, prepare and deliver worship for Chapel services, as required, including Primary, Middle and Senior School
- Prepare and lead Staff worship at the commencement and end of the School year and on formal occasions
- Lead special services as and when required
- Be involved in other School Social Justice programs as appropriate
- Provide pastoral care as appropriate
- Consult on a regular basis with the Senior Leadership Team regarding student and family issues
- Visit students' and Staff families on a 'needs' basis
- Be on call to participate in the Crisis Action Team
- Prepare material for the College Annual Report on Chaplaincy
- Meet with the Principal to discuss Chaplaincy issues on a regular basis
- Undertake continued professional learning
- Undertake continued professional supervision
- Provide opportunities to the community for faith exploration
- Teach as part of the Religious Education program
- Work to further the establishment of a Faith Community

## Terms and Conditions

- The position is a permanent part time position.

## The Person

### Key Selection Criteria

- Accept the requirements of the Uniting Church for school chaplains
- Active relationship with Jesus Christ as a representative of the Christian faith
- Supportive of the Uniting Church in Australia and the values of Cornish College as an independent School
- Experience in education, faith development and pastoral work
- Strong interpersonal skills and ease in relating to all age groups
- Well-developed communication skills, including written and oral communication and listening skills
- The capacity to be warm and outgoing, open, flexible and spontaneous
- A good sense of humour
- The ability to work co-operatively in a team situation
- Proven ability to initiate programs for the development of faith
- Strong personal and professional integrity
- Experience, skills and training in the area of pastoral care
- Demonstrated ability to develop and lead services of worship

### Essential requirements:

- Current Working with Children's Check for Employment purposes or VIT registration

## Qualifications and Experience

Applicants should ideally have:

- Teaching qualifications and VIT registration in order to teach in the RE program
- Experience working in schools with students across the primary and secondary years
- Appropriate tertiary qualifications in theology and education recognised by the UCA

## To Apply for this Position

Please address your application to the Principal, Nicola Forrest, and include a covering letter, resume, three professional referees and your personal response (see advice below) to this Position Description (preferably as one combined PDF file). Applicants should quote their VIT registration number in their application if they hold one.

Applications should be submitted by 5.00pm on Thursday 14 November to email: [employment@cornishcollege.vic.edu.au](mailto:employment@cornishcollege.vic.edu.au)

Willeka Cox

Human Resources Manager

Email: [employment@cornishcollege.vic.edu.au](mailto:employment@cornishcollege.vic.edu.au)

## Advice to Applicants

In your cover letter please outline your qualifications and your main areas of expertise in working with young people. The rest is up to you! We'd like to get to know you a little through your letter.

Your response to the Position Description should focus on the following:

- Your experience in education and in pastoral care of young people
- Your experience with working in and leading teams
- Your experience and philosophy relating to leading the development of faith in a community
- Any other information demonstrating your suitability to working in this role at Cornish College

*Applicants should note:*

- Cornish College staff are expected to be involved in the College's cocurricula program depending upon their particular skills and interests. With all these tasks it is the expectation of the College that staff will work collaboratively to share responsibilities as evenly as possible.
- The College is committed to an active partnership with parents and that parent expertise is used to enhance the educational program wherever possible.
- All staff are expected to attend staff meetings as arranged.
- There is also an expectation that all members of staff will attend the major school functions of the year.
- All staff are expected to be supportive of the Christian ethos of the College as would be expected of a Uniting Church School.