



SCHOOL CHAPLAIN

Role summary

Worksop College and its Preparatory school, Ranby House, are seeking to appoint a Chaplain for September 2019 or as soon as possible thereafter.

The role of the Chaplain is to lead the religious and spiritual life of the School and to contribute strongly to the pastoral care of the School community. The Chaplain plays an important part in providing pastoral support for all members of the school community, effectively acting as Parish priest.

Woodard tradition

Worksop College and Ranby House are part of the Woodard Foundation offering a broad and balanced education within a Christian context.

Both sites have dedicated Chapels; located at the heart of the school these play a special and central role in the School's traditions and ethos; for Christians, for those of other faiths and for those with no faith, all of whom are made welcome in accordance with Nathaniel Woodard's vision of producing education of good quality, in a Christian context, to all. The Woodard ethos places the human, spiritual and emotional needs of children at the heart of its educational mission, and thus helps them to flourish at school and in their future lives.

The School comprises the Pre-Prep and Prep School based at Ranby House and the Senior School at Worksop. The post-holder acts as the Chaplain for both schools though the school's plan is that both schools will eventually sit on one site.

The Senior School has a whole-school Eucharist service once a week, which all pupils and staff attend. The Prep school has a Eucharist once per fortnight though the current Chaplain spends two mornings per week there.

Person specification

A wide range of clerical backgrounds will be considered for this post. Previous experience of working in an independent school is desirable, but not essential. We also welcome applications from other backgrounds, including military, parish or other forms of Christian mission.

The most important quality is the ability to communicate with children between the ages of 3 to 18, to have a vocation for their pastoral and personal development, and for engaging their hearts and

minds in the Christian faith. An open-minded and inclusive approach to Christian worship and education is also essential, so that pupils, their families and the staff feel comfortable and confident in exploring their own faith.

The post-holder is expected to:

- Be ordained as an Anglican Minister.
- Have a strong faith and sense of religious and spiritual mission.
- Be an able communicator in a variety of situations, including preaching.
- Be caring, discrete, flexible, self-aware and collaborative.
- Understand and show an appreciation of other religious and spiritual perspectives.
- Support and attend a wide range of College events.
- Have a sense of humour and perspective.
- Demonstrate an ability to understand things from the perspective of young children and teenagers.

Reporting

The Chaplain reports to the Head.

The Senior Provost of the Woodard Corporation has responsibility for overseeing the religious and spiritual life of the school and for supporting the Chaplain in his/her role. It will be expected that the Chaplain develops a close working relationship and communication with the Provost.

Specific responsibilities of the Chaplain

1. Leading worship

- Plan and lead collective worship in an open and inclusive fashion, within the Woodard tradition and engaging the congregation with issues of faith, spirituality and morality.
- Celebrate the Eucharist at formal School services according to a calendar of services as agreed with the Head and Director of Music.
- Provide the community with a variety of people, styles and perspectives in the preaching and contributions to services. This should include both visiting preachers and inviting Worksop and Ranby House staff to contribute their faith perspectives in Chapel.
- Successful Chaplaincy requires a close working relationship with the Director of Music. The Chaplain and the Director of Music are jointly responsible for selecting hymns and choral works, working together to enrich the experience of worship in Chapel services.
- Prepare and conduct formal acts of worship, and special services, such as Harvest Festival, Christingle and Carol Services, Confirmation Service and the Leavers' Service.
- Lead services for the wider School community: baptisms, christenings, weddings and funerals.
- Encouraging and supporting the awareness and understanding of faith practice across the whole community.

2. Pastoral duties

The School places particular emphasis on strong and sensitive pastoral care for each member of its community and their families. The Chaplain takes a strong lead in this, effectively acting as “parish priest” to the entire School. Given her/his wide-ranging responsibilities, the Chaplain does not have a tutor group, however, contribution in other aspects of the School is welcomed and should include maintaining a high profile at a variety of school events.

Responsibilities include:

- Promote and support the welfare of pupils, staff and their families by being available to them for support, particularly at times of personal difficulty.
- Being a member of welfare and pastoral development groups.
- Be available for pastoral consultation.
- Contributing to the development of pastoral systems so that they reflect Christian principles
- Make regular pastoral visits to houses by agreement with Housemasters/Housemistresses.
- Contribute actively to the Service and voluntary work of the College.
- Developing links with parents and outreach to the local community.

3. Other responsibilities

- Prepare candidates for Confirmation, liaising with candidates and their parents and or guardians.
- Encourage and support private prayer and reflectiveness.
- Stewardship of the Chapels of St Cuthbert and of St Augustin and their resources.
- Develop links with the local parishes, Deanery, Diocese and other local churches.
- Plan and organise a programme of retreats for groups of staff / students as appropriate.

There is scope for the role to develop in accordance with the strengths and interests of the successful applicant.

It is important to note that this job description is a guide to the work the Chaplain will be required to perform; it will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the holder of the post. He/she may also be required to undertake such other comparable duties as the Head requires from time to time.

The College

Set in the heart of North Nottinghamshire’s stunning rural landscape Worksop College is an independent co-educational boarding and day school for pupils from 3-18, comprising a Prep School and a Senior School. The Senior school campus is located in over 300 acres of beautiful countryside, close to the town of Worksop and adjacent to Clumber Park. The Prep school, Ranby House, is located five miles away on another beautiful site on the edge of Ranby village, near Retford.

School life is based on a strong boarding and all-round ethos, and all staff are expected to contribute to the pastoral and co-curricular life and duties in this busy school. Recent developments include a newly built boys’ boarding house, extended library and a new Sixth Form Centre. Around 21% of the students are from overseas representing 14 nationalities, with the largest contingent coming from mainland Europe. This is seen as one of the College’s strengths, as the diverse range of International students adds considerably to College life.

Remuneration

Worksop College has its own pay scale and the financial package offered will be commensurate with the responsibilities of the post and the experience of the person appointed. A remission of 50% of fees is available for the successful applicant's children when they enrol in Reception or above, assuming a place is available.

Accommodation

It is normally an expectation that the successful applicant will live on site and suitable accommodation is available according to the successful candidate's circumstances.

Application procedure

Please visit our website www.wsnl.co.uk to complete our online application form and include a covering letter or personal statement outlining your suitability for the role.

Worksop College and Ranby House are committed to ensuring the welfare of our pupils and appropriate checks will be made before the appointment is finalised.

The closing date for applications is 9am on 2nd May 2019.

Interviews will be held on 7th May 2019.

Hours: To be discussed at interview and negotiable with the successful candidate.

Salary: Circa £21,000 per annum.

If you would like an informal conversation in relation to the role, please contact:

**Canon Brendan Clover
Senior Provost, Woodard Schools
Telephone: 07968 505643**