

Status:	Part-time (0.6) to Full-time Position (to be negotiated) Could include up to a 0.3 FTE teaching or counselling role Total remuneration based on qualifications and experience according to the HILLS Enterprise Agreement
Commencement date:	January 2025
Area of appointment:	Early Learning to Year 12
Position Reporting to:	Principal
Committee Membership:	Chair of Planted in Christ (PIC) Committee
Pre-requisites: (Please provide a copy with your application)	These qualifications/certificates are required prior to commencing employment at HILLS and must be updated for the duration of employments at HILLS:- <ul style="list-style-type: none"> <li>• Relevant qualification in Christian Theology; and/or</li> <li>• Relevant qualification in Teaching or Counselling</li> <li>• Current Working with Children's Check</li> <li>• Current Reporting the Risks of Harm, Abuse &amp; Neglect Certificate</li> <li>• Current First Aid Certificate</li> <li>• Current Driver's Licence</li> </ul>

### Role Purpose

Hills Christian Community School (HILLS) is seeking a dedicated Chaplain or School Pastor to join our team. This role is ideal for someone with experience as a teacher, Minister of Religion, counsellor, or in a similar profession who feels called to serve and provide spiritual leadership within a Christian school environment.

HILLS is an independent school, commenced and governed by parents of its students. It is an open-enrolment school which has no affiliation to any particular church or denomination but enjoys support from the Christian churches across the Adelaide Hills. As a non-denominational Christian school, it is our endeavour to provide students with opportunities to examine their learning through a Christian world-view informed by Scripture. Our vision is to help students develop a personal understanding and application of the Christian faith, while assisting each student to discover and develop their God given strengths and gifts.

As Chaplain/Pastor, this individual will play a key role in fostering the spiritual wellbeing of students and staff. They will be a positive role model, offering compassionate pastoral support across all areas of the school. Guided by the School's Statement of Aims and Objectives and its Statement of Belief, the Chaplain/Pastor will provide spiritual guidance, and lead activities that strengthen community bonds, including Chapel Services. Through these efforts, they will support students and staff on their Christian faith journey and help foster a nurturing and inclusive school environment where students are Planted in Christ.

### Person Specification

Staff members of HILLS are expected to uphold and demonstrate personal qualities and behaviours which are consistent with the School's Statement of Aims and Objectives and its Statement of Belief. These include:

- A personal Christian faith, which is reflected in your daily living
- Excellent communication skills, both written and verbal, with the ability to be flexible and
- remain calm under pressure
- A commitment to a team environment
- A pleasant, welcoming and receptive personality with an approachable manner
- An ability to work independently and learn quickly
- Maintaining a high level of discretion and confidentiality
- Who is able to be flexible and capable of fulfilling a variety of roles
- Demonstrate an excellent work ethic

## Key Results Area

### 1. Spiritual Wellbeing of Staff and Students

- Encourage the spiritual growth of students and staff within the HILLS community.
- Be a public presence who provides spiritual leadership at whole school events and services.
- Regularly lead staff devotions including key devotions at start of year/ term.
- Actively promote and support student Christian groups.
- Be prepared to organise and lead weekly Chapel Services at both Primary and Secondary Schools, including arranging speakers as necessary.
- Support teachers with their classes' devotional life and the teaching of the Christian Living curriculum.
- Oversee the Easter and Christmas Worship Services and be an active participant in the Service.

### 2. Pastoral Care

- Offer compassionate Christ-centred pastoral care to students, staff, and families as needed, including crisis support and counselling.
- Create a safe, inclusive environment where students feel comfortable discussing personal and faith-related matters.
- Work alongside the Director of Wellbeing, Pastoral Care Leaders and Counsellors to identify and support students with emotional or personal challenges.
- Facilitate access to additional support.
- Be involved with critical incident response, debriefing and counselling at both personal and community level.

### 3. Planted in Christ

- Chair the Planted Christ (PIC) Committee aimed at fostering spiritual growth within the community.
- Review and refine the whole school worship program.
- Oversee the planning and implementation of two PIC staff professional development days, one at the start of the year and one at the mid-year staff conference.
- Assist with the planning and integration of Christian values and teachings into school programs, activities and curriculum.

### 4. Community

- Act as a reference point for students, staff and other members of the school community on Christian spiritual issues and values.
- Collaborate with teachers, administrators, and families to create a cohesive, faith-centered school culture.
- Establish partnerships with local churches, and Pastors (including Youth and Children's Ministry leaders) and facilitate meaningful engagement and participation in school activities and events.
- Encourage and facilitate community service and social justice initiatives within the school and local community.
- Attend, where practical, relevant Chaplaincy network meetings and conferences
- Liaise with relevant professional bodies and services.

### 5. Miscellaneous Duties

- Coordinate Chapel and staff devotion rosters.
- Plan the spiritual component of the Year 11 and 12 Retreats.
- Oversee whole school services, including but not limited to Anzac Day and Remembrance Day.
- Attend school meetings and functions as required.
- Participate in the School's on-going professional development program.
- Adhere to and follow Work, Health & Safety Policies of HILLS.
- Report incidents, injuries or near misses to the appropriate people who may take corrective action.
- Mandatory Reporting: discuss with the Principal any cases that may involve Mandatory Reporting. However, this does not abdicate the responsibility to follow through with Mandatory Reporting responsibilities.
- Parent Notification: Parents/Guardians may be notified of information shared by the child if it is seen that the child is at risk of harm and needs parental protection.

**Key Selection Criteria**

- A personal Christian faith, which is reflected in their daily living
- Experience as a Chaplain or in a similar role.
- Qualifications in theology and/or teaching Christian education will be considered advantageous.
- Have a proven capacity to work independently and effectively in the face of changing priorities, deadlines and pressure
- Strong interpersonal and communication skills, particularly in public speaking, with the ability to interact professionally with a diverse range of individuals.
- High level of discretion and confidentiality when dealing with private and sensitive information and situations
- Demonstrated high standard of proficiency in using information technology including: Microsoft Office Suite (Word, Excel, PowerPoint, Outlook), Google Suite, and other relevant software applications.