

CHAPLAIN

POSITION AVAILABLE

Position title: Chaplain
Reports to: Principal
FTE: 0.4 FTE (Part-time, 15 hours per week)
Commencing: Term 4, 2024

Applications close: 4:30 p.m. (WST) on Thursday, 3rd October 2024.
Late applications will not be accepted.

HillSide Christian College is an evangelical, Christian School with a current enrolment of 451 students from Years 4K-12. Please view the school website for general information: <http://www.hillside.wa.edu.au>

About the position

HillSide Christian College is seeking a Chaplain 0.4 FTE. The successful applicant will be a practising evangelical Christian, who is able to work within the College's evangelical framework and support the College's Vision and Mission. The position complements three other Chaplains who are already employed by the College. Together, the Chaplaincy team meet necessary spiritual and pastoral needs of students, staff and families. The position is initially for a two year Contract with a possible extension to ongoing employment.

Application instructions

1. Forward a comprehensive CV, with a covering letter, that outlines your skills and experience in relation to this position. Please include in the CV, a Christian oriented reference from your Church Pastor or contact details.
2. Address the Selection Criteria in relation to the position (refer to Position Description for Selection Criteria). One page maximum in 12-point font per criterion is mandatory. (Maximum 5-pages)
3. The following will need to be provided when requested:
 - Birth certificate or Passport, or Visa Grant or VEVO document as relevant, demonstrating Australian citizenship, permanent residency, or rights to work in Australia
 - Working With Children Check (WWCC)
 - Photographic identification
 - Copy of all qualifications
 - Any other requested compliance requirements

Interviews and referee checks will be integral to the selection of any candidate.

Applications: Submit via email only: humanresources@hillside.wa.edu.au

Closing date: 4:30 p.m (WST) on Thursday, 3rd October 2024.

Submit by email: To: humanresources@hillside.wa.edu.au
Late applications will not be accepted.

Please mark the application as: "Confidential: Mr. Stephen Lamont – Principal".

Once your application is received an email will be sent to you confirming the receipt of the application.

CHAPLAIN

POSITION DESCRIPTION

Job Purpose:

Contribute to the Chaplaincy team to meet necessary spiritual and pastoral needs of students, staff and families. Build school/church/community ties and positive relationships. Deliver extra-curricular after-school groups (camps/sports/clubs) with students/parents for the benefit of the school community. The Chaplain will guide, counsel and develop youth, relationships and support families of the College community. The Chaplain will need to have core Christian beliefs (e.g. Trinity, orthodox social stances).

Key Personal Attributes

To be successful in this position, the Chaplain will:

- Demonstrate a passion for Christ and spiritual maturity
- Be an innovative thinker who can proactively plan strategically and create new opportunities and present ideas.
- Have a preparedness to work outside school hours if needed to meet Pastoral Care goals.
- Uphold sound Biblical doctrinal views as articulated in the College's Statement of Faith and Contract

Key Responsibilities

- Provide a Pastoral Care service to the College community, including guide, counsel and develop youth and relationships and support families.
- Provide safe and nurturing space that fosters trust and communication with students and broader school community.
- Liaison with families and students out-of-hours.
- May include extra curricula activities such as camps, home visits, excursions, or running after-school clubs outside of normal roster periods.
- Work collaboratively with the Christian community and other community services to extend support networks and resources available to support students and families.

Selection Criteria – Essential

1. Demonstrated communication skills to guide and counsel within a Christian Framework.
2. Demonstrated interpersonal skills that build and maintain effective working relationships, and develop youth, relationships and support families to deliver an effective pastoral care service.
3. Demonstrated ability to work collaboratively in a team and autonomously.
4. Demonstrated planning, organisational, and problem-solving skills to assist in achieving outcomes.
5. Describe your faith story, including current Church involvement and ongoing contributions.

Selection Criteria – Desirable (not essential)

- Certificate IV or above, or progress towards:
 - Youth Work
 - Pastoral Care or Theology
 - Chaplaincy and Pastoral Care
 - Other relevant qualifications within the Community Services Training Package
 - Any other relevant theological qualifications

Eligibility

Prior to commencement, employees will need to meet the following essential compliance requirements:

- Hold or obtain a current Working with Children Check
- Hold or obtain a satisfactory National Police Clearance
- Sign the College's Code of Conduct (including Faith Statement) and the Employment Contract
- Provide Birth certificate or Passport, or Visa Grant or VEVO document as relevant, demonstrating Australian citizenship, permanent residency, or rights to work in Australia
- Provide copy of qualifications and certificates.
- Once the selection process is finalized, the successful applicant will be notified via email and be required to sign the Contract of Employment and all other documents within 48 hours in order to secure the position. Failure to meet this deadline may result in the position either being re-advertised or offered to another candidate.
- **Please note:** the school will not provide sponsorship to those seeking residency or right to work status in Australia. Only applicants with Australian citizenship, permanent residency or right to work in Australia status need apply.

Additional Information

1. The College website is a valuable source of background information, which includes history, vision, mission and operations. This can be accessed at: <http://www.hillside.wa.edu.au>
2. HillSide Christian College is a ministry of HillSide Church. The Church website can be viewed at: <https://www.hillside.org.au>

Please note: *The College reserves the right to fill the position at its discretion and timing, and to withdraw the position if required. The position will only be filled by the College when a suitably qualified applicant, as ratified by the College Board, is secured.*