



**TRINITY CATHOLIC HIGH SCHOOL
(Science and Sports College)**

Chairman of Governors: Mrs M Bishop

Headmaster: Dr P C Doherty OBE, BA (Hons), DPhil (Oxon), FRSA

**School Chaplain
Job Description**

- Responsible to:** Headmaster
- Responsible for:** the day to day Catholic life of the school and planning for the ongoing development of the school's Catholic identity.
- Hours:** 24 hours per week, 44.2 weeks per year

MISSION STATEMENT:

At Trinity, we believe that the centre of our life is the Eucharist, through which we love God and love our neighbour. It is our school's purpose to evangelize, develop and confirm the teachings of Christ and his Church.

To form a Christian community, to feel part of it and care for it. To be aware that our community is linked with others, be it the family, the parish, the local/national community and as such, we must be aware of our responsibilities to such communities.

The post of Chaplain is intrinsically linked to our school's mission and the priority for Chaplaincy to lead the formal and informal expression of the Catholic and spiritual life of the school community.

MAIN DUTIES AND RESPONSIBILITIES

- To develop suitable spiritual programmes to mark and celebrate major feasts and seasons in the Church's calendar.
- To arrange daily Mass, Eucharistic worship, and whole school Masses as appropriate, and to coordinate and be a focal point for priests, parish workers and other agencies who visit the school in support of the spiritual life of the school.
- To present and develop a programme of assemblies that reflect the seasons of the Church's year, significant Catholic feast days and presentations in support of students' spiritual, moral and social development and wellbeing.
- To be responsible for the organisation and management of school retreats and pilgrimages.
- To contribute to the school's Discipleship programme across Key Stages 3, 4 and 5.
- To develop a student outreach group focussed on service to those in the wider community and charity work including fundraising. This may be in the form of a Youth SVP group, TELCO group, CAFOD group, or similar.
- To contribute to the school's wider pastoral care via providing individual support to identified students as appropriate.
- To provide a visible 'pastoral presence' within the school community.
- To engage with the work of the student council.
- To support staff development by providing inset, where appropriate, and advising both the Headmaster and SMT on all aspects of Chaplaincy functioning and impact in relation to sustaining and developing the Catholic ethos and distinctive nature of the school.
- To be responsible for ongoing personal CPD so as to continually enhance the effective leadership of this post.
- To develop and review a Chaplaincy Improvement Plan on an annual basis.
- Work with the Heads of Year/pastoral team members to provide peer mentoring for students as

appropriate.

- Work with the Student Council to develop their role in contributing to the School community.
- The Chaplain will be a point of contact for staff who have particular pupils that they feel would benefit from involvement in the activities run by the Chaplain.
- To be responsible for the management of both school Chapels.

These above mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School.