



Inspiring Christian Character

POSITION DESCRIPTOR

Position Description	Chaplain
Location	Bayside Christian College Campus Hervey Bay
Reports to	Principal/CEO
Key Liaisons	Deputy Principal College Counsellor Head of Junior School – Pastoral Pastors – Church Leaders Senior School Coordinator Staff Students and their Families
Direct Reports	None
Tenure	Contract

Bayside Christian College offers a seamless education from Kindy to Year 12. We are dedicated to fulfilling the need for holistic (K-12) education in the Bible-informed Christ-centred tradition of servant leadership, in a way that encourages, enables, and supports our students to be the best possible version of themselves. Our aspiration lies in uncovering the treasures of wisdom and knowledge in a community of life-long learning and we are truly committed to inspiring Christian character in all we do.

Primary Objectives

The Chaplain supports the Principal/CEO, who has the overall accountability for being the spiritual leader of the College. Within the College Community, the Chaplain promotes and develops a deepening faith and dependency on Christ, an understanding of God's Word, and helps others to not only know God, but to commence a relationship with Him and to understand Him, as best we can. The Chaplain does this through their teaching of God's Word, in their engagement within the community, and in their observed behaviours and consistent application of the College Values.

The Chaplain models the unconditional love demonstrated and taught by Jesus Christ, as recorded in the Bible. This is observed through their compassion and care for all members of the Bayside Christian College community, and through a highly intentional focus on the individual journey to Christ, that all people may choose to take.

Whilst exercising the role from within a Christian framework, and promoting Christian values, the Chaplain will be sensitive to, and respectful of, people who hold other religious and non-religious



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beliefs and values. The Chaplain will be available to all students, staff, and parents of Bayside Christian College, regardless of religious affiliation. The Chaplain has a particular focus to support and nurture the faith of students at Christian College, and is involved with not only the College community, but also within local Christian churches and Christian organisations, teaching and communicating the Word of God.

Fruitfulness in this role will require a combination of gifting, training, and experience, matched with excellent interpersonal, organisational, and communication skills, and the capacity to establish strong relationships both internal and external, to the College community.

The role of the Chaplain can potentially be one of relative isolation, and as such, it is important that the Chaplain works within the various pastoral teams within the College to support and guide thinking, to ensure that other College leaders remain focussed on Mission, to assist staff reflect on the Word of God, as it speaks to our roles and the challenges we face, and for the personal encouragement and support of the Chaplain in their own Ministry. The Chaplain will also be supported through external pastoral supervision to ensure they have the supportive structures to assist them in discerning all they must in such a complex environment.

The role of the Chaplain is critical to the success of the College in remaining focussed on Mission, in the deepening of faith, in bringing young people to Christ, and to support them in this walk. The College Chaplain must also speak into the education delivered by the College to ensure that there is sufficient critical oversight and intentionality in the delivery of a Christ-centred education, not one in which Christ is only welcomed into our College during prayer at Chapel, but rather in which He speaks into the lives of staff and students in all aspects of our operations.

The role of a Chaplain is seen as a key position which has as its primary focus, a positive contribution to the leadership of the spiritual life of the school. The Chaplain conducts Chapel Services in accordance with the Chapel Program, participates in College events, contributes to the learning, by visiting and talking to classes, provides pastoral care for the College community, and actively engages with programs that link our College to the broader community.

It is important that in all these matters, the Chaplain maintains a close relationship with the Principal/CEO and Deputy Principal in these intentional engagements. The Chaplain is a member of the Executive Leadership of the College and assists the Principal/CEO in such leadership.



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Overview of Position:

Success in this role demands a very strong personal alignment, and shared belief in the College's Statement of Belief, and its Values. Specifically, the Chaplain will have:

- A firm, and unwavering belief that they are called to Ministry, to the sharing and teaching of God's Word, and to do so within our community;
- An understanding of, and commitment to the spiritual context of the role, and a willingness to continually seek refreshment through their reading of Scripture and Prayer;
- the ability to demonstrate strong pastoral care gifts, with a clear ability to relate to others;
- a passion to bring people, most especially children, to Christ;
- an ability to connect with children of all ages;
- the discernment and wisdom to make wise decisions both spiritually and practically;
- the ability to work in a team;
- the ability to support families (and the College) in navigating the various nuances found in the life of children in a diverse range of family dynamics;
- in collaboration with the College's Counsellor and Pastoral Teams, support children exposed to damaging influences in aspects of society, and that which they may be subject to, in other aspects of their lives;
- a strong and demonstrated servant heart;
- a strong passion for the Word of God;
- the willingness and ability to embrace the College's Mission and Values;
- an understanding of current Privacy and Confidentiality legislation;
- the ability to manage and prioritise a diverse workload, whilst meeting deadlines;
- highly developed organisational skills, with a focussed attention to detail;
- a positive perspective, desiring involvement in the life of the community; and
- a willingness to be available to work out of hours as required.

Key Selection Criteria

The Chaplain will have:

- relevant Tertiary qualifications in disciplines relating to Ministry, Theology, Teaching, or Youth Work; or equivalent work experience;
- previous experience in the education sector or child ministries, specifically the School system; or proven ability to quickly learn;
- a demonstrated Christian Biblical worldview that stands in strong alignment with the College's Statement of Belief and Values Statement;
- an active involvement in a local Christian Church, or willingness to do so;
- a desire to model the heart of the College's Values;
- a demonstrated ability to communicate, both in writing and in word, to children and adults alike;
- a practiced ability to present in public, promote events, and provide an audience with relevant information;
- demonstrated attention to detail and strong organisational skills;



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- high ethical standards in dealing with sensitive and confidential matters, and in their engagement with all others;
- outstanding communication skills, and the ability to work with people of diverse backgrounds and skill levels;
- the ability to effectively present information and to share the Word of God in an inclusive and loving manner;
- the ability to work collaboratively with other team members to achieve set goals;
- an unwavering commitment to professional record keeping in areas such as Mandatory Reporting, Child Safe Standards, Crisis Intervention and Support, ongoing Pastoral Care, and specific government requirements; and above all else,
- a love of Christ, and a desire to see this love to be known and experienced by all others.

Above all, this person requires the ability to lead with gentleness, compassion, courage and humility. To lead without fear or ego, or in any way that damages the teamwork needed within this role.

General Responsibilities

All staff are to be supportive of the Bayside Christian College's Mission Statement and Stated Beliefs and are expected to enhance the College's reputation as one which inspires Christian character, characterised by efficiency, professionalism, and a willingness to meet the individual needs of those within its community.

It is recognised that the school holidays are sometimes times of recreation, preparation and professional development for school staff, and each of these are equally important. As a member of the Executive Team, you will be required to be at school from time to time in College deemed non-attendance time, particularly in the week after the school year finishes and in the latter part of the summer vacation. In addition, attendance at the College during the term holidays may also be required.

Child Safe Responsibilities

Bayside Christian College is committed to the safety and wellbeing of our students. The College has zero tolerance for child abuse and is committed to the protection of all children from all forms of child abuse. In this context, the College implements a comprehensive Child Safe Programme across the entire College community. All staff are responsible for understanding and applying the College's Child Safe Policy including being compliant with the Child Safe Code of Conduct and being proactive in reporting any concerns or identified risk.

Name: _____

Signed: _____

Date: _____

Reviewed: 5 October 2024