



Headmaster T N M Lawson MA

# Chaplain

## January 2019

### Introduction

The Headmaster and Board of Governors of Eastbourne College seek to appoint a dynamic and inspirational Chaplain to be pastor to the whole College community and lead the spiritual life of a successful co-educational boarding and day community.

The successful candidate will be a member of Common Room and play a significant role in the day to day life of this busy, vibrant school. This will include a teaching role (any subject is welcome) and a contribution to the College's very full co-curricular life.

Applications are welcomed from those who have been ordained into the Church of England and demonstrate a commitment to the 'central Anglican tradition'. They may currently be serving as school chaplains, serving in parishes or in other roles.

The College is affiliated to the Church of England and its worship and spirituality fall within the central tradition of the Anglican Church. We welcome pupils, colleagues and parents *of all faiths and none* to chapel services and the Chaplain will need to be sensitive to the mixed and diverse nature of the community when speaking or leading worship.

The College Chapel is a point of focus for all College pupils, both past and present. For generations it has brought the community together and offered the opportunity to pray, sing, worship, celebrate and reflect. Chapel is crucial in setting the spiritual and moral compass of the community and in nurturing a sense of belonging, acceptance, love and compassion. The Chaplain is a central figure at all the important points of the College's busy year, s/he must be able to communicate with the College community as a whole, as well as possess the pastoral skills required to work with individuals in diverse pastoral situations.

The Chaplain needs to be fully involved with the life of the College. S/he will need to be open and approachable whilst at the same time recognising the need to be discreet and trustworthy. S/he will work closely with the Headmaster, Second Master, Deputy Head (Pastoral) and hsms (housemasters and housemistresses) to provide continuity and consistency of care and to reinforce the College's values (see below). Inevitably in such a role a clear understanding and implementation of best Safeguarding & Child Protection practice is imperative.

It should be noted that the rhythm of a boarding school year is very different from that of a parish. Term time is intense throughout every week; school holidays afford time for reflection and rest. As a resident Chaplain in College accommodation, on occasion during the holidays the post-holder will be asked to officiate at services for staff, old-Eastbournians, or outside lets for weddings. The successful candidate will have the capacity to

carry with her/him a community that operates at a very high intensity during term time whilst also maintaining their own spiritual life, focus and sense of calm-

The College is part of Eastbourne College incorporated which comprises Eastbourne College and St. Andrew's Prep. There is no formal requirement for the Chaplain to work at St. Andrew's Prep except for in the ordinary spirit of confraternity.

## The College

Eastbourne College is a co-educational HMC independent school of just over 630 pupils, of whom half are full-time boarders. It is a strong community with excellent links to local schools and the beautiful town in which it is located.

Academic standards are very high with an average of over 75% of A-level grades being awarded A\*, A or B in the last four years. At GCSE, approximately two thirds of all grades awarded are A\* or A. The College recruits from a wide ability range and value added outcomes are very strong. The majority of College leavers enter higher education at leading universities in this country or abroad.

The College runs a seven-day week in term time. It is a full boarding school. Day pupils share the same wide range of opportunities as boarders and enjoy equal access to the physical and human resources of the school. Day pupils most often complete their prep in Houses; buses run at both 18:00 and 20:00 on weekday evenings.

We are proud of our rich cultural and sporting traditions. The Birley Centre is a hub of music, drama, dance, art and recording. College artists exhibit in London, its actors have starred in film and TV; the Design & Technology department helps pupils win many Arkwright scholarships. We have an enviable reputation for sport both regionally and nationally. Eastbournians frequently represent the county in hockey, rugby, cricket and netball; several old Eastbournians have gone on to achieve international honours. There are also thriving CCF, Duke of Edinburgh and service programmes as well as a great deal of charitable activity. The recently opened Winn and Nugee buildings represent a very significant, £33m development at the heart of the College campus, celebrating the College's continued ambition in its 150<sup>th</sup> year.

Eastbourne College places great emphasis on an education that is built on core values and positive, mutually-supportive relationships. This develops qualities which we believe will allow those who demonstrate them to deliver to the best of their ability and which will endure (and bring benefit to all) long after a student moves on from the College. The six key values of **participation, the pursuit of excellence, integrity, courtesy and kindness and taking care of those who take care of us** are, it believes, the bedrock upon which every child's education should stand, providing them with the wherewithal to flourish both at school and beyond.

The College Chaplaincy plays a significant role in promoting and upholding these core values.

More information about the College may be found by visiting the website:

[www.eastbourne-college.co.uk](http://www.eastbourne-college.co.uk)

News of latest events can also be found by visiting our Facebook page:

<https://www.facebook.com/EastbourneCollege>

## The Post

Candidates offering *any* teaching discipline are most welcome. Candidates who are able to offer significantly to the College's co-curricular life are strongly encouraged to apply.

The College seeks a strong pastor and inspiring ordained minister (Church of England) to become Chaplain. This is a significant and public role.

All College pupils attend a short weekly service on Mondays or Wednesdays. At these services a short homily, talk or reflection is delivered by the Chaplain or other(s), a hymn is sung, there is a reading and there are prayers. Boarders attend services on some Sundays and this will often be led by the College's very strong Chapel Choir. At the beginning and end of each term there is a whole school service and there is an established pattern of whole-school services through the year to mark significant dates in the ecclesiastic calendar and the school calendar. The pattern of services is subject to change as the College seeks to preserve chapel at the core of community life while meeting the practical needs of family and College schedules. The Chapel is accessible each day during term time as a place of peace, where pupils and staff may, if they wish, have some quiet time away from the busy-ness of daily College life. Every year a confirmation service is held in the Chapel. The Chaplain prepares candidates for confirmation in the months preceding this service and this has, to date, included an away day. In a typical year, between 10 and 20 pupils are confirmed into the Church of England.

There are other opportunities for pupils to explore faith and these might include a Christian Union and a weekly service of Holy Communion by discussion with the Headmaster and senior colleagues. The Chaplain would be expected to be active in the community and develop other appropriate opportunities for students and staff to pray and worship.

## Job Description

1. **Job Title:** Chaplain
2. **Responsible to:** The Headmaster and Second Master
3. **Job Summary:** To lead Chapel and make it a vibrant place where pupils and staff wish to be and where they are challenged to think and develop their spirituality; to make Chapel a place where the College and all its members are nurtured and feel loved; to be a key member of the team(s) that oversee the quality of pastoral care to all within the College community.
4. **Duties and Responsibilities**

### General and pastoral

- a) To have a very clear understanding of and provide an unimpeachable exemplar of best practice in safeguarding.
- b) To have a very clear stance on the importance of discretion and the privacy of sensitive information and be known to live by it.
- c) To support and direct the spiritual life of the College in accordance with parameters agreed and in liaison with the Headmaster and Second Master.
- d) To be open and approachable.

- e) To have a reputation for integrity and good judgment and a willingness to challenge behaviours (in liaison with the Headmaster and Second Master) which are counter to the culture of the College ethos.
- f) To work collaboratively with the College's other pastoral and welfare systems and offer pastoral care and support for all individuals within the College community.
- g) To provide full and accurate information for those needing specialist help and be an independent source of support in times of personal crisis, bereavement and illness.
- h) To work with HSMs and other welfare leaders in the school to enable each individual to feel loved, valued and affirmed; challenged and supported; and to achieve high standards of discipline.
- i) To promote the College, eg by visiting feeder schools to preach; by being involved with local churches; by being involved in charitable and service activity in Eastbourne and further afield.
- j) Make a contribution to the teaching programme of the school in any subject, including games, enrichment and enhancement.
- k) To carry out any other duties associated with the role as directed by the Headmaster or Senior Management Team.

### **Educational Context**

- a) To foster lively, educational and informed debate on topics: spiritual, moral and personal; topical or perennial.
- b) To foster, by active involvement, the notion of active service of others
- c) To offer skills, experience and expertise in raising awareness of the spiritual dimension throughout the College curriculum and to provide opportunities for reflection and discussion on personal and institutional beliefs, values and attitudes; informally and through appropriate curriculum support eg through PSHE and General Studies
- d) To seek ways to explore faith in keeping with the school's traditions, heritage and values

### **Worship**

- a) To provide, through Chapel and otherwise: appropriate worship, prayerfulness, directed and undirected reflection and fellowship for all in the College community.
- b) To be clear about expectations of pupils and colleagues - how we approach Chapel, conduct ourselves in Chapel and how we prepare ourselves to take part in services (eg preparing for readings, preaching, leading prayer).
- c) To take responsibility for all services of worship within the school, including weekly services and all major events in consultation with the Second Master. This is to include the standard of readings and prayers; the standard, length and appropriateness of others' presentations to girls and boys.
- d) To provide an agreed focus for the development of a Christian presence in the College.
- e) To take prayerfulness, spirituality and the notion of service into the houses and develop the houses' ability to lead worship in Chapel
- f) To prepare pupils for Confirmation.
- g) To enable pupils of other faiths and none to have access to appropriate spiritual guidance.
- h) To put on, from time to time, services of celebration, commemoration, marriage, baptism and more as and when these are appropriate.

### **Administration**

- a) To be fully involved in the pastoral care of pupils by, *inter alia*, visiting girls and boys in their house; attending regular meetings with the Headmaster and Second Master, and, when required, the Deputy

Head (Pastoral); Hsms meetings; meeting with the School Counsellor; meeting with the Chair of Common Room; meeting with prefects and Heads of School.

- b) To manage the day-to-day operations of the Chapel: preachers, readers, orders of service
- c) To be responsible for constructing an annual budget bid for the Chaplaincy and to be responsible for managing expenditure against it.
- d) To liaise with the Director of Music regarding the provision of music for school services.

This job description may be altered to meet changing educational context at the discretion of the College.

### Person Specification

Applicants should be able to demonstrate the following:

Attribute	Essential	Desirable
Education and Training	<ul style="list-style-type: none"> <li>• Educated to degree standard (or equivalent)</li> <li>• Ordained priest in the Anglican Church</li> </ul>	<ul style="list-style-type: none"> <li>• Teaching qualification</li> <li>• Postgraduate qualification</li> </ul>
Knowledge and Experience	<ul style="list-style-type: none"> <li>• Experience of community life</li> <li>• Experience of working with young people</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of ministering to young people</li> <li>• Teaching experience</li> <li>• Experience of working in schools</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• Exemplary communication and listening skills</li> <li>• Strong organisational and administrative skills</li> <li>• Powers of diplomacy and persuasion</li> <li>• An inclusive manner and the ability to motivate and encourage</li> <li>• The determination to see tasks through to their conclusion</li> <li>• An ability to empower young people and colleagues to involve themselves in Chapel and projects beyond it</li> </ul>	<ul style="list-style-type: none"> <li>• A high level of ICT competency</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>• A belief in the College's core values and the determination to uphold them</li> <li>• An ability to empathise</li> <li>• An ability to build, foster and sustain positive relationships with young people and all others in the College community</li> <li>• Patience, compassion, courage, resolve, humility and objectivity</li> <li>• An ability to tackle difficult situations and problems in collaboration with others</li> <li>• Dedication, loyalty, commitment and positivity</li> <li>• Capacity for hard work and dealing with stressful situations while remaining objective and approachable</li> </ul>	

	<ul style="list-style-type: none"> <li>• Being a positive role model for all in the College community by virtue of approachability, personal conduct, involvement, leadership and setting high standards of expectation.</li> </ul>	
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## Salary and Conditions

The College has its own salary scale and the successful applicant will be remunerated at a level representing the seniority of this position. Specifics of this can be discussed with the Headmaster at interview. All appointments are made on the basis of a probationary year.

The College offers generous packages of additional benefits and pay; every member of the teaching staff is placed on a salary scale (above the national average scale) and has opportunities for salary progression. The College participates in the Teachers' Superannuation Scheme administered by the TPA.

Accommodation is provided for the successful candidate and any family. The post also attracts fee remission for any children, both at the College and at St. Andrews Prep.

All appointments are made subject to a satisfactory medical disclosure, an enhanced check with the DBS and any other pre-employment checks deemed necessary by the College.

Relocation expenses may be available.

The College is an equal opportunities employer.

## How to Apply

In order to apply, please send the completed application form, together with a letter of application (addressed to the Headmaster). Please also provide the contact details of three referees, one of whom should be your current employer.

Your letter of application should evidence your suitability for the post against the job description and person specification described above.

Electronic applications are welcome and should be sent to [applications@eastbourne-college.co.uk](mailto:applications@eastbourne-college.co.uk)

All applications must be received by noon on 15/08/2018.

All candidates will be contacted shortly after the closing date with first round interviews taking place at the College thereafter.

## Postscript

There are many attractions to working at Eastbourne College, not least its location on the south coast in the sunniest part of the country.

The College provides a safe urban environment in an attractive part of a peaceful town where pupils have easy access to shops, cinemas and theatres at appropriate times, and this strengthens the boarding experience. The railway station is close, with easy travel to Gatwick (one hour) and London (under 90

minutes). The beach and sea are a five minute walk away and the South Downs (the newest National Park) are literally on our doorstep.

The school is a strikingly happy, cohesive and coherent community. We look forward to meeting you.

June 2018