



POSITION DETAILS:

Position Title:	Youth Worker & RAVE Teacher
Group:	Faith and Community
Supervisor:	Executive Director of Faith & Community
Date:	November 2017

The "Classroom Teacher" Position Description also applies to this role, and it is to be adhered to in conjunction with the Youth Worker & Rave Teacher Position Description.

PRIMARY ROLE/PURPOSE:

The Youth Worker & RAVE Teacher is directly accountable to the Executive Director of Faith & Community for the effective leadership of the School's spiritual tone and development under the guidance of the Chaplain.

The primary roles are:

- As a member of the Ministry Team, support the leadership and management of the Worship and Chaplaincy services in the Anglican tradition across the School;
- Where applicable, to minister, through Word and Sacraments, according to the rites and traditions of the Anglican Church of Australia, and licensed by the Archbishop of Brisbane, to students, staff and the wider community of St Paul's School;
- To contribute to the development of the Religious And Values Education programs across the School and to work with the Head of RAVE in this area;
- To participate in the School's Pastoral Care Program (this pastoral care includes the spiritual and emotional development of community members within the Mission, Purpose, Values and Aims of St Paul's School), in a way that demonstrates the love of God;

The role will work with the Chaplain, the Director of the Junior School and the Executive Director of Faith and Community.

RELATIONSHIPS AND AUTHORITY

This person reports directly to the Executive Director of Faith & Community.

KEY ACCOUNTABILITIES:

Spiritual and Liturgical

- Promote an atmosphere of Christian celebration, praise and worship in the School community in the organisation of services and special events;
- Provide a service of authentic ministry to the School community which engages the community. Examples might include, but are not limited to:
 - Observance of Ash Wednesday, Holy Week, Ascension Day, Pentecost, Christmas Day;
 - Foundation Day Service, ANZAC Day Services and the Valedictory Service;
- Assist with the organisation of the Worship Services each week for the Houses and the Junior School, under the guidance of the Chaplain;
- Ensure that services are well organised and that quality speakers are arranged to provide a message consistent with the Anglican Christian ethos of the School;
- Assist with the organisation of staff devotions and staff services and encourage regular attendance;
- Involvement in ministries of healing, sustaining, guiding, and reconciling people to God and to each other;
- Give full attention to personal prayer and assist the Chaplain in encouraging the School community in their praying for the School;
- Assist the Chaplain with the training and overseeing of a student Chapel portfolio committee and Worship Band & Choir;
- With the assistance of the Chaplain, ensure that the Worship Service venues are supplied with all requirements for their proper function;
- Develop resources for use in the Worship Services, including songs, prayers, visual and learning aids and drama;
- Attend and be involved in, when required, all major School functions eg. Celebration of Achievement, especially those linked to the Junior School;
- Assist the Chaplain in organising all rosters related to the Worship Services;
- Meet weekly with the Chaplain to discuss the spiritual tone and development at St Paul's;
- Meet at least twice a Term with the Executive Director of Faith & Community to discuss the Youth Worker & RAVE Teacher's role.

Pastoral Care

- To participate in the School's Pastoral Care Program as a Co-Tutor within the Vertical Tutor Group system;
- To be involved with both regular pastoral care and crisis counselling of students, parents and staff, referring on to outside Professionals when necessary, and in consultation with the School Counsellors;
- To provide pastoral ministry and spiritual support of teaching and non-teaching staff, one-to-one or group;
- Offer prayers for and with the School community;
- Contribute to the pastoral care support for the parent body;
- Develop good relations with students, especially in the Junior School, being a regular presence in the grounds during morning tea and lunch breaks and at other times when available;
- Maintain confidentiality where appropriate and in accordance with St Paul's Policies and Procedures;
- Listen non-judgmentally, empathetically and carefully.

Academic

- Have an understanding of the philosophy of Christian Education and be able to translate and support it into practice in the classroom, playground, office and Common Room, with a special focus on the Junior School;
- Teach classes of Religious And Values Education (RAVE) in Years 3-12 as determined in consultation with the Head of RAVE;
- Contribute to the development of a RAVE curriculum for the Junior School with the assistance of the Head of RAVE, the Director of the Junior School, the Head of Studies Junior School and the Chaplain;
- Participate in professional learning opportunities to support teaching strategies and student learning outcomes;
- Provide support and advice for staff, especially in the Junior School, in the integration of aspects of the Christian faith and spiritual literacy into their daily teaching and class activities.

School Ethos and Mission

- Be a Christian presence and witness in the School community;
- Develop and oversee Christian groups in the School together with the Chaplain;
- Willing to work closely with the Headmaster, Executive Director of Faith and Community, the Director of the Junior School and the Chaplain, in the nurture of the Anglican Faith as the grounding ethos of the School;
- Willing to assist the Chaplain in the development and nurturing of working relationships between the School, local parishes and organisations;
- Support and encourage a program of student outreach into the community, together with the Chaplain and the Head of Experiential Learning;
- Be available to represent and promote the School by accepting invitations to talk to Church groups and other community organisations about the St Paul's School Anglican Christian ethos;
- Write articles for St Paul's publications and electronic media as is needed.

Other

- Co-curricular load as determined in consultation with the Headmaster;
- Other duties as directed by the Headmaster.

KEY SELECTION CRITERIA:

Must be an Australian resident and eligible to work in Australia.

Qualifications:

- A degree in the relevant subject areas, educational qualifications; and
- An accredited theological qualification, preferably at degree level or evidence of studying towards such a degree;
- A professional qualification in Religious Education and/or Education;
- Current Queensland College of Teachers registration.

Essential:

- A commitment to the Christian faith;
- Demonstrated experience, competence and a proven capacity to provide spiritual leadership, preferably in an educational environment;
- Evidence of empathy and understanding of the needs and challenges of working with boys and girls;
- Demonstrated ability in public speaking and leading groups and/or large audiences;
- Possession of outstanding interpersonal skills with the resultant outcome of establishing mature and considered relationships with a diverse stakeholder community;
- Demonstrated high level literacy skills;
- Demonstrated IT skills relevant for the position;
- Demonstrated experience in planning and implementation of projects related to spiritual awareness and growth of key stakeholders;
- A highly committed and effective team member.

Desirable:

- A Masters degree in a specialised area of education or other post graduate qualifications;
- Willingness to participate in the School's Extra-Curricular and/or Experiential Learning Programs;
- Ability to teach in another subject area;
- A sense of innovation and creativity.

AUTHORISATION:

I hereby agree that this Position Description accurately reflects work requirements.

Headmaster

Paul Browning

Name

Signature

Date

**Youth Worker &
RAVE Teacher**

Name

Signature

Date

ATTACHMENT – ST PAUL’S SCHOOL

SCHOOL ENVIRONMENT

St Paul’s School is an Anglican School, owned by the Anglican Church Diocese of Brisbane. It caters for students from pre-school to year 12. It is located in Bald Hills, in the north of Brisbane, in Queensland, Australia.

The School’s Vision is “Leading in educational thinking and practice.”

The School’s Values are:

By **Faith** and by **Learning** we strive to grow in **Community** with God and each other, valuing each person and celebrating individual excellence.

We value Faith believing where:

- Each person is a unique creation of a loving, redeeming God and able to be empowered and sustained by the Holy Spirit through the teaching and life of Jesus Christ.
- Each person can have a relationship with God, through Jesus Christ, demonstrated by modeling one’s life on Christ, serving others and participating in the traditions and practice of the Anglican Church.

We value Learning where:

- Students are encouraged and supported as they strive to reach their intellectual, creative, physical, social, moral, emotional and spiritual potential in a balanced and disciplined way.
- Students fully explore a range of topics, themes and concepts which have relevance, real-world application and a focus towards the future.
- A variety of student dispositions to learning are fostered through our five Realms (viz. Creativity; Design Thinking; Entrepreneurialism; Global Sustainability; Inquiry), which are embedded from P-12 across all Learning Areas.

We value Community where:

- Students, staff and families support the aims, purpose and mission of the School and serve one another using their God-given gifts.
- Students, staff and families grow together in faith and learning, promoting love, justice and mercy - at home, at School and in the wider world.
- Students remain connected to the St Paul’s community when they graduate, through a vibrant Past Students’ Association.

SCHOOL EXPECTATIONS

All employees are bound by the requirements of the School's policies and procedures as they apply from time to time, and are expected to act with integrity, and in a way that demonstrates a proper concern for the public interest expressed with a framework of a Christian educational organisation.

As such, employees at St Paul's School are expected to embrace the following statements.

As well as comply with all federal and State legislation as they apply from time to time as well as any relevant Canon Laws or Diocesan policies.

Much of the information gleaned by employees during the course of their duties is confidential and should be treated as such. Employees shall not use confidential information to gain advantage for themselves, their related persons or for any other person or body, in ways which are inconsistent with their obligation to act impartially. Nor should such information be used improperly and cause harm or detriment to any person, body, or the School.

Proof of qualifications as well as a disclosure on any matter which may affect your employment in this position will also be required prior to commencement.

LEADERSHIP EXPECTATIONS

"If a leader's actions are driven by service and dedication to a cause or a relationship then they are a servant leader."

Leadership at St Paul's is based on the philosophy of individual and School "wholeness", collaboration, teamwork and transparent decision-making. The model of leadership reflects the values central to St Paul's School, that of Faith, Learning and Community.

Leadership Principles underpinning the Leadership at St Paul's:

- St Paul's School leadership structure is **student-centred** and reflects our agreed values of Faith, Community and Learning.
- The leadership structure is **learning-centred** for both students and staff, providing opportunities for open and transparent communication and decision-making.
- Collaborative leadership based on teams enabling of ideas to be brought forward by anyone through a variety of formal and informal routes (everyone's voice deserves to be heard).
- Education of the whole person in which the intellectual, spiritual, emotional and physical development are all-important and integrated.
- The importance of creating an environment which encourages high academic achievements at senior levels by ensuring appropriate methodologies and subject content.
- The concept of St Paul's School as a single whole School, made up of four Sub-Schools each with some degree of autonomy whilst sharing many common elements.