

## PERSON SPECIFICATION FORM

**JOB TITLE:** Chaplain  
**SALARY SCALE:** HBC5  
**RESPONSIBLE TO:** Assistant Headteacher – Mission and Ethos

Person Specification	Essential	Desirable	Method of Assessment I = Interview A = Application Form R = References
<b>Qualification &amp; Training</b>	<ul style="list-style-type: none"> <li>Educated to degree level e.g. Pastoral Theology, Theology and Religious Studies etc. <u>or</u> appropriate Experience related to the chaplaincy role</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of relevant training/qualifications to meet responsibilities of the post</li> <li>Qualified to drive school minibus</li> </ul>	A  A
<b>Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>Experience of working with young people</li> <li>Experience of involvement/leading liturgies</li> </ul>	<ul style="list-style-type: none"> <li>Experience of catechetical or retreat work</li> </ul>	A/R

<b>Skills &amp; Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Committed and practising Catholic or Anglican</li> <li>• Comfortable in relating to young people and adults in the school community</li> <li>• Effective communicator with well-developed listening skills</li> <li>• An ability to reflect on experience and to be open to change</li> </ul>	<ul style="list-style-type: none"> <li>• Skills and confidence in the use of ICT for communication and to enhance liturgies</li> <li>• Musical ability</li> <li>• Counselling skills</li> <li>• Sense of humour and tolerance of others</li> </ul>	<b>A/R</b>  <b>I/R</b>  <b>A/I/R</b>
<b>Other Factors</b>	<ul style="list-style-type: none"> <li>• Fully support our joint-church status</li> <li>• Satisfactory enhanced CRB disclosure</li> <li>• A willingness to take an active part in after-school activities</li> </ul>		<b>A/I</b>