

Person Specification

POST: School Chaplaincy & Youth Ministry Coordinator

PROFILE	ESSENTIAL	DESIRABLE
A: Training & Qualifications	<ul style="list-style-type: none"> Level of numeracy and literacy sufficient to carry out the duties of the post At least a grade C/4 or above (or equivalent) in RE, Maths and English 	<ul style="list-style-type: none"> Catholic Certificate of Religious Studies or equivalent Degree or equivalent qualifications with a willingness to pursue qualifications
B: Knowledge and Experience	<ul style="list-style-type: none"> Previous experience of working with young people Experience of preparing and leading prayer and liturgy Previous experience of working with young people and children in a school, parish or retreat centre setting 	<ul style="list-style-type: none"> Involvement in Sacramental preparation Experience of leading liturgical music or other ways of supporting children and young people in using creative forms of worship such as art or dance
C: Professional Skills	<ul style="list-style-type: none"> ICT literate-must be able to use Microsoft Office/Google Gsuite Able to lead staff training Able to differentiate activities to ensure they are age appropriate Experience in leading school assemblies, liturgies and prayer Ability to offer spiritual support and guidance to staff and students Understanding of factors likely to impact on pupils' behaviour, mood and well being 	<ul style="list-style-type: none"> Ability to play a musical instrument/sing in a public setting Hold a full and valid UK driving licence and have access to own vehicle to travel between schools Further ICT skills, which can be used to engage with, and evangelise the school community and beyond (social media, visual presentation media)
D: Professional Experience and Knowledge	<ul style="list-style-type: none"> Knowledge of Roman Catholic prayer and liturgy, and how to lead liturgies which are in keeping with the norms and tents of the Catholic Church Knowledge of the liturgical seasons, scripture and Church teachings to support the Catholic Life of schools A willingness to commit to further study and training Awareness of wider Church documents such as Catechism, encyclicals and apostolic exhortations from the Holy Father, with the ability to explore them with children, young people and adults 	
E: Management	<ul style="list-style-type: none"> Able to prioritise and manage own workload Able to show initiative To be able to work independently when required Experience of working within a team 	

F: Aptitude and Personal Qualities	<ul style="list-style-type: none"> ▪ A faithful and practicing Catholic ▪ Excellent communication skills – empathetic with the ability to relate well to children, young people, staff and parents ▪ Able to work effectively as part of a team and maintain confidentiality ▪ Helpful and reliable ▪ Calm and professional manner ▪ Resilient ▪ High interpersonal skills with the ability to motivate others and implement a shared vision for the development of whole-school spirituality 	
G: Safeguarding and Equality	<ul style="list-style-type: none"> ▪ Understanding of responsibilities of the Trust and schools in ensuring compliance with all relevant legislation ▪ Excellent knowledge of safeguarding and the implementation of effective safeguarding practices in ▪ Must be able to recognise discrimination in its many forms and willing to put the schools equality policies into practice ▪ Demonstrate a commitment to safeguarding and promoting the welfare of the children and young people ▪ Aware of equal opportunities in relation to this role ▪ Ability to form and maintain appropriate relationships and personal boundaries 	