SCHOOL CHAPLAIN

The School Chaplain strives to instill a Biblical World and Life view by modeling a gospel driven and Christ-centered life. The spiritual life of this person is one of integrity, consistent with faith in Jesus Christ and the mission, vision and values of Lee-Scott Academy.

Reports to: Head of School and Principals

MAIN DUTIES

1. Service and Values
   a. Maintain a Christian presence and be responsible for providing worship opportunities through regular Chapel services at the school and special events
   b. Design and coordinate a Chapel program that engages students, faculty, and staff
   c. Engage students, faculty, and staff in the Chapel program through their participation as guest speakers, musicians, or other roles
   d. Maintain an annual Chapel schedule, communicating upcoming events to students, faculty and staff in a timely manner
   e. Coordinate with principals and counselors to ensure Chapel content is age-appropriate and meets the needs of students
   f. Provide prayers at school ceremonies and other events as needed
   g. Provide private worship by small groups of faculty, staff and/or students in line with the school’s mission and vision
   h. Maintain a high profile through the Lower and Upper Schools and be involved in co-curricular activities
   i. Maintain contacts with community spiritual leaders to engage guest speakers to speak on topics relevant to the students’ spiritual development

2. Pastoral Care
   a. Participate in the provision of pastoral care for students, staff and parents
   b. Visit students, faculty, staff and other LSA community members in local hospitals as appropriate
   c. Minister to pastoral emergencies in the lives of individual students, in coordination with their parents/guardians as appropriate, and in the lives of faculty/staff, coordinating, as needed, with family clergy
   d. Working, whenever possible, with the principals and school counselors, to provide pastoral counseling for individual students and faculty.
   e. Provide leadership and appropriate pastoral response to school events, including crisis management situations and requests from the school nurse, school counselors and principals

3. Religious Education
   a. Support staff and students in their planning, preparation and leading of Chapel services
   b. Support the upper school Student Ministry Team
   c. Assist with the provision of suitable resources for the Chapel services
   d. Support and enhance the Bible and small group curriculum, where appropriate

4. Community Service
   a. Actively promote and equip faculty, staff and students to be deployed in service through their local churches or local ministries.
5. Professionalism
   a. Advise the administrative team, where appropriate
   b. Attend staff meetings and any other meetings as appropriate
   c. Engage with continual professional development relevant to the role of School Chaplain
   d. Attend opportunities for enhancing own spiritual well-being
   e. Solicit regular feedback from faculty, staff, students, parents, and administration regarding the quality, content, and efficacy of the spiritual life program
   f. Complete other tasks as assigned by the Head of School and principals

EDUCATION, SKILLS, KNOWLEDGE AND EXPERIENCE

● A genuine love of young people and the ability to relate to children and teenagers
● Ability to utilize the multimedia and learning technologies of the school as a key medium of Chapel services
● A college degree in Theological Studies
● Ability to conduct contemporary Christian worship services
● Experience of providing Christian ministry to young people

GENERAL CONDITIONS

● The individual who serves as the School Chaplain is an employee of Lee-Scott Academy working under the direction of the school’s administration
● Complete a background check prior to starting