

Academy	St Peter's Collegiate Academy & St Regis Church of England Academy
Position	Apprentice Chaplain / Youth Ministry Worker
Salary	National apprenticeship rates
Contract	2 Year fixed term apprenticeship (in the first instance) 37 hours per week, term time only.
Responsible to	Executive Principal

Job Description

The duties outlined in this job description will be reviewed with the post holder on an annual basis in line with the school's performance management procedures. It may be modified by the Principal with the agreement of the post holder, to reflect or anticipate changes in the job commensurate with the salary and job title.

Statement of Purpose

The Apprentice Chaplain / Youth Ministry Worker will support the chaplaincy and pastoral life of St Peter's Academy and St Regis Academy by contributing to the spiritual, emotional, and social wellbeing of students and staff.

Working under the guidance of experienced professionals, the postholder will gain practical experience in school-based ministry while completing a Level 4 Certificate of Higher Education in Working with Children, Young People and Families (School Chaplaincy and Youth Ministry) through St Mary's University.

Chaplaincy and Christian Life

- Assist in planning and delivering collective worship, prayer, assemblies, and reflection
- Support the Christian character and ethos of the schools in line with Church of England values
- **Model Christian values in daily interactions**
- Support staff and students to confidently deliver collective worship
- Encourage students to explore questions of faith, meaning, identity, and vocation
- Help maintain welcoming spaces for prayer, stillness, and reflection
- **Model Christian values in daily interactions**
- Work with colleagues in preparing for future SIAMS inspections

Youth Ministry and Pastoral Support

- Build appropriate and professional relationships with students across key stages
- Provide a consistent pastoral presence and a listening ear within safeguarding guidelines
- Support initiatives that promote mental health, wellbeing, and resilience
- Contribute to small groups, enrichment activities, and faith-based opportunities

Community and Outreach

- Support links with local parishes, clergy, families, and the wider community
- Develop and sustain strong working relationships with local Church of England primary schools.

- Assist with charitable giving, service projects, and social action
- Promote Christian values such as compassion, justice, forgiveness, and service

Apprenticeship and Professional Development

- Fully participate in the St Mary’s University apprenticeship programme
- Complete academic study, assessments, and reflective practice requirements
- Attend regular supervision, mentoring, and appraisal meetings
- Demonstrate growth in professional competence, self-reflection, and personal faith journey
- Participate in a termly reference group

Support to Academy

- Promote and safeguard the welfare of children and young persons you are responsible for or come into contact with.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Ensure all students have equal access to opportunities to learn and develop.
- Liaise effectively with teachers/parents/carers, welfare officers, health visitors and other professional staff as part of the routine consultative process.
- Contribute to the overall ethos/work/aims of the academy.
- Attend relevant meetings as required.
- Participate in training and other learning activities and performance development as required.

Note 1: The content of this job description will be reviewed with the post holder on an annual basis in line with the School’s performance and development review policy. Any significant change in level of accountability that could result in a change to the grade must be discussed with the post holder and the relevant trade union before submitting for re-evaluation.

Post holder signature	
Principal signature	
Date	

Person Specification

This post is subject to an occupational requirement that the holder be a practising Christian under Part 1 of Schedule 9 to the Equality Act 2010

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • A minimum of two A-Levels or a Level 3 qualification (such as a BTEC/NVQ), and have at least a Grade 4 pass in GCSE English and Maths • Willingness to commit to a two-year apprenticeship and academic study 	
Experience and knowledge	<ul style="list-style-type: none"> • Awareness of youth and culture and issues facing young people 	<ul style="list-style-type: none"> • Experience of working or volunteering with children and young people • Experience of working in schools • Involvement in parish, church, or youth ministry settings • Some understanding of Church of England education or Christian theology
Skills	<ul style="list-style-type: none"> • Excellent communication and listening skills • Good organisational, administrative and IT skills 	
Personal Qualities	<ul style="list-style-type: none"> • An active church commitment to the Church of England or a church which is affiliated to the Council of Churches for Great Britain and Northern Ireland or the Evangelical Alliance. • Good standing with local church and wider community • Passion to share the Christian faith with children, young people and their families • Sensitivity to working with young people and staff from all faiths and cultural backgrounds • Self-motivated with the determination to see tasks through to their conclusion 	

	<ul style="list-style-type: none">• Open and approachable, patient and humble• Professional integrity, confidentiality, and reliability• Keen to work in teams, but also to be a leader• Willing to learn and continue ministry development	
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Note 1: In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:

- *Motivation to work with children and young people.*
- *Ability to form and maintain appropriate relationships and personal boundaries with children and young people.*
- *Emotional resilience in working with challenging behaviours and*
- *Attitudes to use of authority and maintaining discipline.*