

Dear prospective applicant

Thank you for your interest in the Pastoral Support Worker position we have available beginning in January 2021. The position is a continuing part time position for 26.5 hours per week over the 40 weeks of the school year. The position has become vacant due to the imminent retirement of our current Pastoral Support Worker after almost 12 years of dedicated service to our community.

St Mark's Lutheran School was established in 1982 by the St Mark's Lutheran Church in Mount Barker to provide quality Christian education to our community. From small beginnings, we have grown to a current enrolment of 309 students. As a Lutheran School, we have high regard for the foundation that healthy wellbeing and relationships provide for all aspects of life.

The Pastoral Support Worker reports to the Principal and is a vital member of our wellbeing team. They will work closely with our Deputy Principal, who leads this team.

The position is partially funded by the National School Chaplaincy Program (2019-2022). As such, the program requirements and conditions must be met, as outlined in the guidelines of the SA Independent Schools National School Chaplaincy Program Guidelines.

For the purpose of the National School Chaplaincy Program (NSCP), a Pastoral Support Worker is a person who meets the following requirements:

- is recognised by the school community and the appropriate governing authority for the school as having skills and experience to deliver Pastoral Support Work Services to the school community;
- is recognised through formal ordination, commissioning, recognised religious qualifications or endorsement by a recognised or accepted religious institution or a state government approved Pastoral Support service; and
- meets the NSCP minimum qualification requirements.

To be employed in schools, the Pastoral Support Worker must have the following minimum qualifications:

- A current WWCC - Child Related Employment Clearance;
- Current Responding to Abuse and Neglect Training – Education and Care;
- eSafety NSCP professional learning program;
- A Certificate IV in Youth Work; or
- A Certificate IV in Pastoral Care; or
- An equivalent qualification which must include competencies in 'mental health' and 'making appropriate referrals'.

'Learning and Growing with Christ'

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The Pastoral Support Worker is responsible for supporting the spiritual, social and emotional wellbeing of students by providing:

- pastoral care services; and
- strategies that support the emotional wellbeing of the broader school community.

The Pastoral Support Worker must be able to provide support for a range of day to day matters affecting the school community and communicate effectively with a diverse group of people. They can become involved in a wide variety of issues including health, social, values, education and emotional support.

It is expected that the Pastoral Support Worker supports and works with the Principal and the School's student wellbeing team to refer students to appropriate services when required. It is expected that the Pastoral Support Worker will develop an appropriate and suitable external network of professional groups working within the community.

The Principal is responsible for the welfare of students within the school. In interactions with students and school community members the Pastoral Support Worker must adhere to existing school operational requirements and report to the Principal or their nominated staff member where required.

The Pastoral Support Worker will ensure that all services that are delivered are:

- approved by the Principal;
- have the appropriate prior parental/guardian consent, where relevant, as per school policy; and
- have the voluntary consent of students who participate.

At the beginning of each school year, specific priorities, programs and services will be determined to best meet the wellbeing of students and the school community.

Key duties may include the following:

- Assist with the dealing of grief and loss (e.g. 'Seasons for Growth');
- Assist with student relationships;
- Deal with issues arising from family breakdown;
- Assist in developing and maintaining relationships between peers and colleagues;
- Be a member of the team that deals with critical incidents;
- Provide encouragement and support for an individual's spiritual life;
- Coordinate parental information sessions when required;
- Have a support network that can be used for referral;
- To be involved in the school's worship program;
- Coordinate and have an active role in the Class Carer's group; and
- Coordinate practical assistance for families in need.

Selection Criteria:

1. Demonstrated ability to actively and personally engage with and support the ethos of a Lutheran School.
2. Demonstrated ability to develop quality relationships with students, staff and families across the diversity of the school and wider community.
3. An understanding of the diverse pastoral needs of students, families and staff and demonstrated skills and experience in meeting these needs in the context of the school community.
4. Demonstrated levels of flexibility, initiative, perseverance and resourcefulness necessary to contribute to a professional community which values collaboration.
5. Demonstrated capacity to reflect critically upon their professional practice.

Applicants are invited to contact the Principal initially, to discuss the position requirements and then submit:

- A covering letter outlining your reasons for applying for this position.
- A statement **clearly addressing your ability to meet the NSCP requirements, minimum qualifications and selection criteria.**
- A current CV listing two professional and one pastoral referee.

Applications should be received no later than 10:00am on Tuesday, 10th November 2020 and be addressed or emailed to:

Mr James Heyne
Principal
St Mark's Lutheran School
37 Hampden Rd
Mount Barker 5251

Email: jheyne@stmarks.sa.edu.au