



JOB DESCRIPTION & PERSON SPECIFICATION

Youth Chaplain

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| College Department: | Administration |
| Position Title: | Youth Chaplain |
| Position Classification: | Grade 4 |
| Tenure: | Permanent Part-time, 0.72 FTE – 0.90 FTE 4 to 5 days per week, 43 weeks per year |

JOB DESCRIPTION

1. Summary of the broad purpose of the job in relation to the College's goals.

In Lutheran education, our desire is to see every person thrive in their work and life. Service in response to God's love is at the heart of all we do. Lutheran schools have a growing need for Lutheran and Christian qualified teachers and support staff who seek to work in a learning environment that reflects the ethos outlined in the document [The LCA and its schools](#) and [Growing deep](#).

The Youth Chaplain supports the Principal, College Pastor and College community in Christ-centered ministry and mission. They are responsible for 'front line' pastoral, relational and advocacy support of students in support of the student's spiritual, social, and emotional wellbeing.

The Youth Chaplain is not a College Counsellor or a Youth Worker. The role specifically assists with planning, conducting, and reviewing chapels, student leadership and peer group pastoral support and training from Reception through to Year 12. Working with staff and at times the wider College community in the delivery of programs, key faith events as well as leading staff devotions are key aspects of the role.

The Youth Chaplain will:

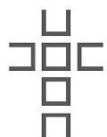
- a) Assist the Principal in fulfilling the aims and purposes of Tatachilla Lutheran College, supporting the Lutheran philosophy and ethos of the College; and
- b) Accept the delegated responsibility and authority vested by the Principal and assume the role of providing relational support to students.

2. Reporting / Working Relationships

The Youth Chaplain is accountable to the Principal and reports to the College Pastor / Ministry Team Leader. This position is also required to work collaboratively with the College Counsellors, Heads of School, Flourish Coordinators, Home Class teachers, and Heads of House. The incumbent will also develop and maintain professional relationships with students, staff, parents and community service providers as well as communicate as required with external agencies to support students. The Youth Chaplain reports to the Business Director for all industrial aspects of their role related to employment under the Lutheran Schools Enterprise Agreement.

3. Special Conditions

- A 12 week probation period will apply.



4. Extent of Authority

Follow instructions and decisions of the College Pastor / Ministry Team Leader, Principal and Business Director.

5. Statement of Key Outcomes & Associated Activities

The following responsibilities and accountabilities will be undertaken by the Youth Chaplain:

General

1. Uphold the College Mission, Values, Lutheran Teaching and Aims of Tatachilla Lutheran College.
2. Support and mentor students with their faith journey.
3. In collaboration with the Wellbeing Team, plan, develop and implement programs and strategies that nurture trusting relationships, faith and character development.
4. Maintain confidentiality and adhere to principles of 'duty of care' and all child protection obligations including but not limited to 'mandatory notification' and maintaining 'child safe environments'.
5. Be an authentic example of 'Christ in action', attitude and behaviour.
6. Be a personal and spiritual growth mentor to others and be open to mentoring colleagues.
7. Work collegially with all stakeholders.
8. Additional requirements may include some out of hours work to support school camps, retreats service trips and school events.
9. Any other duties as directed by the Principal and/or Pastor / Ministry Team Leader.

Specific Responsibilities

In collaboration with the College Pastor / Ministry Team Leader the Youth Chaplain will:

1. Assist and champion the development and delivery of college chapel services and devotions.
2. Promote student advocacy and engagement in chapels and devotions.
3. Assist with Christian studies lessons, year 12 Crave Seminars and Vetamorphus when required.
4. Work with colleagues in college student leadership team formation, advocacy, and faith development
5. Assist and attend retreats, camps and faith formation and community student events.
6. Assist in the development and delivery of community Chapel services and events (e.g. Blessing of the Animals, Challenge for Charity, congregational visits etc.)
7. Maintain networking relationships with other Lutheran school Youth Chaplains/Chaplains, local congregations, Lutheran outreach agencies etc.
8. Involvement where required in classes as negotiated with teaching staff.
9. Be involved in the planning and implementation of voluntary student worship opportunities.
10. Attend and have input into camps, excursions, sporting events and other extra-curricular events whenever possible.
11. Assist in the engagement of guest speakers/artists for chapel times, voluntary worship services, and other events.



12. Support the facilitation of service-learning programs, trips and opportunities in the College and maintain established partnerships with mission agencies.

PERSON SPECIFICATION

1. Educational / Vocational Qualifications

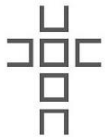
- Tertiary qualifications in Youth Work or a similar discipline (Teaching qualifications though not essential may be considered).
- Working with Children Check (WWCC) and successful completion of TLC Applicant Declaration form.
- Responding to Risks of Harm, Abuse and Neglect (RRHAN-EC)
- Protective Practices Certificate
- First Aid Certificate
- A current Driver's License

2. Personal Skills, Abilities & Aptitude

- Possess an authentic and growing understanding of the Gospel and an understanding of its outworking in daily life.
- Have various gifts and talents suitable to the role, especially those that enable the Youth Chaplain to build relationships and provide pastoral care to students. Musical ability (highly desirable but not essential).
- Excellent communication and interpersonal skills.
- Ability to interpret and promote the culture of the College into the wider community.
- Evidence of active involvement in a Christian denomination and/or ability to support the Christian ethos of the College.
- Ability to analyse problems and formulate clear and effective solutions.
- Superior organisational ability, attention to detail and demonstrated self-motivation in setting goals, prioritising work and managing multiple tasks.
- Demonstrated levels of discretion, confidence, flexibility, initiative, perseverance, emotional stability and resourcefulness necessary to contribute to a professional learning community.
- Demonstrated public speaking ability.
- Demonstrated ability to work effectively within a team environment as well as autonomously.

3. Experience and Knowledge

- Evidence of experience in a similar role.
- Demonstrated ability to relate effectively to a diverse range of staff and students.
- Preferred experience in coordinating and/or participating in Christian youth group activities.
- Knowledge and understanding of issues affecting young people.
- Experience in effectively supporting adolescents to address barriers to learning, and improve wellbeing and learning outcomes.



4. Classification Level

Youth Chaplain is a Lutheran Schools Officer classification in line with the experience of the incumbent as per the terms of the 2024 SA Lutheran Schools Enterprise Agreement.

5. Performance Standards & Review

An annual Performance Review is undertaken with the Business Director to determine the capacity to meet the demands of the role, where additional skills training is required and what level of job satisfaction is being obtained.

6. Workplace Health & Safety

The objective of the Work Health and Safety Act 2012 is to prevent a person's death, injury or illness caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace. To meet this objective, exposure to the risk of death, injury or illness must be prevented or minimised. To achieve this, the Act establishes a framework by imposing WHS obligations on certain persons who may affect the health and safety of others. Staff of Tatachilla Lutheran College are accountable for the day-to-day control of their respective operations. In addition to the mandatory duties imposed by the statutory requirements, staff have specific duties within the College's Work Health and Safety Management System as part of a broader Risk Management Framework. The Executive Team has the major responsibility for establishing safety policies and procedures however, these must reach staff on the job.

7. Equal Employment Opportunity

Equity principles underpin all College policies and procedures. The College is committed to Equal Employment Opportunity principles and values cultural diversity and recognises that all its employees have a contribution to make in ensuring an equitable and harmonious working environment.

APPLICATION PROCESS

Applicants with sufficient skills and experience are required to:

1. Write a cover letter of up to two pages, addressing the selection criteria;
2. Include a curriculum vitae; and
3. List three referees, one being a pastoral referee.

Applications that do not meet the above requirements will not be considered.

Applications should be addressed to the Business Director, Tatachilla Lutheran College and sent electronically to jobs@tatachilla.sa.edu.au

Applications close on **9am, Monday 15 June 2026.**