



Our Lady's Catholic College Volunteer Chaplaincy Assistant

We are appointing Volunteer Chaplaincy Assistants to aid the provision of Chaplaincy within our school. The Chaplaincy Assistant will walk alongside our pupils as a positive witness to Christ. The Chaplaincy Assistant will support the Chaplain to create a programme of faith based opportunities throughout the year. To complete the volunteer placement, the Chaplaincy Assistant will have the opportunity to visit and volunteer in Uganda with a group of staff and students.

Core Expectations

- To aid the leading of daily prayer and reflection in the school, including leading assemblies
- Be committed to deepening his/her own spiritual life
- To assist in the formation of pupils, and staff (where appropriate) on how to pray
- Help prepare and lead Retreat Days and support the residential retreats
- Help organise, maintain and expand the Chaplaincy materials
- Help lead liturgical celebrations within the school. Including working with different departments to plan end of term Masses and other liturgical celebrations
- Use imaginative ways to proclaim the Gospel with clarity and confidence and to inspire faith in Christ.
- Plan, develop and evaluate small group work with pupils to aid their faith, personal development and social justice.
- Help deliver the Rainbows Bereavement Programme
- To help organise appropriate social events and activities
- To involve pupils in some sort of practical community service and to engage within community projects.
- To encourage a desire for justice and peace in the wider community
- Fundraising for charitable activities
- Contribute to classes and teams where appropriate, especially within the RE department
- Be present with the young people during their breaks and lunches, offering a positive, supportive presence
- Encourage pupils to be involved in the work of the chaplaincy, for example in the Gift Team
- Continue to build on relationships and connections with local parishes and feeder primary schools.
- Be flexible in their approach to and availability for work both at OLCC and elsewhere in the Diocese
- Take a lead on the Chaplaincy's social media presence
- Uphold all school policies relevant to the provision of services for young people both at OLCC and elsewhere
- Fulfil any other duties as requested by the Chaplain



Core Training and Support Offered

- Youth Work Skills
- Safeguarding
- Health and Safety
- Inclusion and Equality
- Faith Development
- Presentation Skills
- First Aid
- Mental Health First Aid
- Social Justice
- Bereavement Training
- Spiritual Direction
- Supervision
- There will be opportunities within the working week to work with charitable organisations in the local area
- There will also be an opportunity to accompany the 6th Form Pupils and staff to visit and volunteer in Uganda.

START DATE: 2nd September 2021-21st July 2022, a fixed 11-month term.

Hours of Work:

You would ordinarily be expected to work 8:30am-3:30pm each school day. There are occasional duties at weekends, attending retreats and some evening commitments within the school. Working hours each week will be clearly set to allow rest and recuperation time.

Volunteer Allowance: £50 week plus 1 school meal each day

To apply

Please write a letter of application detailing what skills and any experience you have that would suit you for this post. Also please include a copy of your CV.

Sent to r.cortes@olcc.lancs.sch.uk

This post is subject to an enhanced DBS check.

Closing date: by noon 12th June 2021

Interviews: 24th June 2021