



BRADFORD ACADEMY
TRUST



Application Pack

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Dear Applicant,

Thank you for your interest in working at Bradford Academy.

We are clear in our vision:

Known by God
Valued as unique
Understood and accepted
Guided to be the best we can be
We are a shining light in our community
Using opportunities to change our lives and those of others
“A city on a hill cannot be hidden”
Our mission is to make a difference.

Are you ready to change your life and those of others? If so, Bradford Academy is an exciting place to make a difference.

We are a “Good” school, as recognised by Ofsted in both 2013 and 2017. When you visit us, you will see the impact our passionate and ambitious staff have on child from age 2 years old to 18. Every aspect of our provision; Early years, Primary, Secondary and Post 16 is good, and we are rightly proud of the difference we make every day to the lives of over 1800 young people in Bradford. You can read our full report on the Ofsted section of our website.

As a Church of England Academy, we believe that a commitment to developing the faith and spirituality of our learners is of vital importance when working at the academy. Our moral purpose guides us to ensure that every learner can be the best they can be spiritually and personally as well as academically. We believe that we make a difference not only within but out in the local community. This was recognised by being awarded a TES award for Community and Collaboration.

We have two resourced provisions in our Secondary Phase (DSP); one for Physical Disability and one for Autism. This reflects our passion for creating a truly inclusive school that reflects society and develops compassionate, understanding children and young people.

Staff who work at Bradford Academy benefit from support, challenge and investment. We understand how valuable our staff team are and strive to give them all the tools they need to excel in their chosen field. As a member of our team, you will benefit from CPD that was recognised as exemplary, receiving a Platinum level Professional Development Quality Mark from University College London. We value our staff’s wellbeing and believe that Bradford Academy is an exciting and worthwhile place to work.

If you feel you share our vision for improving the lives of young people and have the tenacity, resilience and commitment to be a part of our journey then submit your application or contact us to arrange a visit. We would love to get to know you better.

Yours sincerely

Mrs Mel Saville
Executive Principal

JOB DESCRIPTION

ACADEMY CHAPLAIN

Salary: £30,042 - £34,585 (NJC SCP30-35)

Term Time Factor: Term Time Only + 10

Working hours: 7:45-4:15pm Monday-Thursday
7:45-2:00 Friday

(Part time days considered)

Reporting to: Vice Principal Personal Development

Bradford Academy is seeking to recruit a chaplain who may be a lay minister or ordained and is looking for an opportunity to make an impact on the spiritual health of a diverse and vibrant school community.

Chaplaincy at Bradford Academy

The chaplaincy is an essential part of the daily life of the Academy and the Chaplain has a central role in delivering and developing its spiritual provision across all phases from 2-19. Whilst distinctively Christian, the chaplaincy is fully inclusive of people from all faiths and none, encouraging an open, honest and friendly dialogue, where all views are respected in a spirit of generous hospitality and mutual learning. The Chaplain will play a critical role in maintaining and promoting this ethos. Bradford Academy's chaplaincy is in the tradition of the Church of England.

The Role

The Chaplain will be the 'Resident Expert', providing guidance on the scriptures and will have two key areas of school life: *spiritual* and *worship*. The following descriptions should not be seen as discreet entities, but as closely interrelated, nor are they exhaustive.

Spiritual

The Chaplain will be responsible for a number of aspects of the Academy's spiritual provision. Specific duties include:

- Coordination of prayers and collective worship. The Chaplain will devise/support the weekly themes to draw in staff and Learners.
- Mobilises, encourages and supports our Christian identity through working with learners wishing to explore faith
- Provides extra-curricular courses on Christian Belief and Bible study for Learners and staff as appropriate
- Connect the Academy with the Diocese and other faiths and organisations.
- Working closely with the staff providing them with appropriate spiritual knowledge to make links to their own curriculum.
- Would work closely with bereaved Learners and their families in the community
- Making provision for Learners from different faith groups (e.g. Ramadan, Yom Kippur, Diwali, Dharma Day).

- Give spiritual support to staff and pupils and families by being an advocate for Christian mission and values.

Worship

The Chaplain will be responsible for administering, leading and preaching in the Academy's regular programme of collective worship, as well as occasional services offered for different constituencies within the Academy's community.

Specific duties include:

- Organising, developing facilitating worship which forms an integral part of the school day such as tutor time worship (the 2 minute silence / thought for the day discussion in classes), year group worship as well as whole school worship. To resource staff in their statutory responsibility to provide Collective Worship / Thought for the Week.
- To facilitate visits and worship through links with external faith leaders.
- Developing partnerships with other School Chaplains and offering mutual support to the Chaplain Network.
- Being a custodian for The Sacred Space.
- To meet periodically with the Executive Principal to discuss the welfare of the community, forthcoming services and associated chaplaincy events as well as providing a sounding board as required.
- To lead on after school activities for secondary and clubs for primary that promote exploration of faith, such as CU group or faith discussion group

Other

- The post holder will be expected to report back to the Governing Body on spiritual matters pertinent to the school.
- The Chaplain will be fully involved in any SIAMS inspection and ensure best practice.
- Any other duties reasonably requested by the Executive Principal.
- To attend parents' evenings / special events and other extra-curricular events to forge links
- To liaise with feeder schools on joint projects
- To develop community outreach and charitable projects within school
- To collate evidence as part of the team working in preparation for SIAMs reviews / inspections

Qualifications

- The successful applicant must have studied or undertaken a theological qualification or had training in this area.

Experience

- Experience of working with children and young people is desirable.

Personal qualities

Due to the prominent nature of the role, it is essential that the successful candidate:

- Is confident and resilient in their faith.
- Is a gifted preacher, an exceptional communicator and creative liturgist.
- Is a person of prayer, who can use this to support the community.
- Will commit to their own spiritual development and will link to a Spiritual Director.
- Can articulate and exemplify the spiritual and moral values of the Academy.
- Takes an open, rational and intelligent approach to issues of life and faith.

- Exemplifies sensitivity, integrity and appropriate confidentiality.
- Is able to demonstrate tact and diplomacy in delicate situations.
- Can work well under pressure.

Working within Bradford Academy

The post-holder is responsible for promoting and safeguarding the welfare of children and young persons for whom he or she is responsible, or with whom he or she comes into contact. They must adhere to and ensure compliance with the Academy's Safeguarding Policies at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of the children in the Academy, they must report any concerns immediately to the Academy's Safeguarding Team.

Person Specification

Offers of roles at Bradford Academy are dependent upon the applicant's supporting letter of application, their application form, satisfactory references one of which must be provided by a minister in a member church of Churches Together in England (applicants from churches which have orthodox Trinitarian beliefs and have not become members will need to flag this) and performance over the selection process.

For some posts, particular qualifications or skills are required. However, all those who are offered a post at Bradford Academy are expected to be:

- responsible for promoting and safeguarding the welfare of children and young persons for whom they are responsible or come into contact with.
- supportive of and committed to the School's policies on Child Protection.
- supportive of the School's policies on Equal Opportunities.
- mindful of their personal responsibilities relating to Health and Safety.
- committed to following the performance management of their role by their line manager through regular meetings.
- mindful of the need to treat all sensitive information relating to pupils, fellow employees and the business of the School as confidential.
- Respectful of professional boundaries and understanding when it is appropriate to step back and signpost matters to other departments/professionals.
- mindful of the need to behave appropriately and professionally at all times with pupils, their parents, peers and other staff.
- accepting of the need to follow all other Academy policies and procedures as appropriate and relevant to their post.

Information for Applicants

Safeguarding

Bradford Academy is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share in this commitment. All successful candidates will be expected to undergo an enhanced DBS check and any offer of employment will be subject to its return plus receiving satisfactory references, children's barred list check and section 128 check (where relevant). Please see our DBS Policy in the Academy Info/Policies area for our policy pertaining to the recruitment of ex-offenders.

It is an offence to apply for a role if you are barred from engaging in regulated activity relevant to children.

Job Description

This tells you the main responsibilities of the post and explains what we are looking for. It tells you about the personal and professional qualities you need for this post. These criteria will be used to make the appointment.

Person Specification

This specification sets out which criteria will be used to shortlist candidates for interview.

Visiting

We welcome informal visits from all Applicants before they apply. If you wish to do so, please contact recruitment@BradfordAcademy.co.uk to arrange an appointment.

Applying

If you decide to apply for this post please complete the enclosed application form. Your formal letter of application (supporting statement) should be no longer than 3 sides of A4 and should address the selection criteria and competences detailed in the person specification. The Academy must receive a **signed** copy of the form.

Please email to;

recruitment@BradfordAcademy.co.uk

Or

Post to HR, Bradford Academy, Teasdale Street, Bradford, BD4 7QJ.

Interviews

Shortlisted candidates will be contacted within two weeks of the closing date.