

## Job Description: Schools Officer - Christian Distinctiveness

<b>Salary</b>	£40,690 - £44,280 (depending on experience) pro-rata for 0.4 FTE
<b>Grade</b>	Senior Technical
<b>Team</b>	Education Team
<b>Line Manager</b>	Diocesan Director of Education
<b>Matrix Manager</b>	N/A
<b>Line Reports</b>	N/A
<b>Contract Duration</b>	Fixed Term 2 years
<b>Contract Type</b>	Part-time 0.4 FTE
<b>DBS Check Requirement</b>	Enhanced

### Background

The Schools Officer for Christian Distinctiveness is the lead officer responsible for working and supporting the Christian character of the 83 Church of England schools in the Diocese of Guildford.

### Job Purpose

The key purpose of the role is support Church schools with developing their theologically rooted vision and to help school leaders with developing the Christian ethos of their schools. This includes delivering training to school leaders, governors and R.E. Subject Leaders and Collective Worship leaders.

### Relationships:

#### Internal

- The Education Team
- The SIAMS Officer
- DBE's Christian Distinctiveness Committee
- School Church Partnerships Adviser
- R.E. Adviser
- SACRE Adviser

#### External

- Headteachers and Governors
- RE subject leaders, teachers
- SIAMS Inspectors
- Local Authority officers
- Diocesan clergy
- Cathedral and its Schools Officer
- Church House officers and relevant advisers from other dioceses.
- Pupils/students in the context of work with school worship teams, Prayer Spaces, Collective worship and RE lessons.

## Responsibilities

**The Schools Officer Christian Distinctiveness is responsible for the following key areas:**

- Provide high quality training for teachers and governors on R.E., Collective Worship, Spiritual and Moral Development and the Christian leadership of schools
- Contribute to the development of the Christian distinctiveness of Church of England schools and academies within the Diocese of Guildford
- Work closely with the SIAMS officer in the Education team and keeping abreast of developments in the Statutory Inspection of Anglican and Methodist Schools (SIAMS) liaise with the R.E. adviser
- Liaise with the School Church Partnerships Adviser to encourage schools to work in partnership with their local churches
- Build and develop a supportive network through school visits and one-to-one meetings
- Liaise with the Diocesan R.E. Adviser and the SACRE Adviser to keep abreast of diocesan and SACRE initiatives
- Liaise with other R.E. Advisers nationally, in other dioceses and in our Local Authorities to keep abreast of national developments
- Serve as the lead officer for the DBE's Christian Distinctiveness Committee
- Organise and support events for Church schools

### General

- Serve as part of the Education team and support the work of the Diocesan Board of Education, attending Board and Committee meetings when requested
- Carry out duties in line with DBE's policies and procedures, including safeguarding, data protection, health and safety and equal opportunities.

This job description is issued as a guideline to assist you in your duties, it is not exclusive or exhaustive. Due to the evolving nature and changing demands of our service to the diocese this job description may be regularly reviewed to ensure it is an accurate representation of your post. You may, on occasions, be required to undertake additional or other duties as may reasonably be expected within the scope and grading of the post and according to the needs of the Organisation.

## Person Specification: Schools Officer Christian Distinctiveness

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Qualified Teacher Status (QTS)</li> </ul>	<ul style="list-style-type: none"> <li>MA level qualification</li> <li>SIAMS inspector</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Senior leadership experience in a primary or secondary school context</li> <li>Experience of leading on the development of the Christian character of a school/s in different contexts</li> </ul>	<ul style="list-style-type: none"> <li>Headteacher or Deputy Headteacher with responsibility for R.E., Collective Worship or SIAMS</li> </ul>
<b>Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>Good knowledge of the Christian Distinctiveness of Church of England Schools</li> </ul>	<ul style="list-style-type: none"> <li>Excellent subject knowledge of the R.E. and Collective Worship in a Church school context</li> </ul>
<b>Personal</b>	<ul style="list-style-type: none"> <li>This role carries a genuine occupational requirement for the post-holder to be a practising Christian</li> </ul>	<ul style="list-style-type: none"> <li>A communicant member of an Anglican Church</li> </ul>