



## Head of Spiritual Development

The Head of Spiritual Development is a unique position at Mueller College within the Head of Department structure. The Head of Spiritual Development works across P-12 and all academic departments. The major function of the role is to ensure that academic, pastoral and spiritual development programs all maintain a Christ-centered approach. It is a role which acts as a support and often a sounding board for the development of other programs across the College.

### 1. Scope of Position

The Head of Spiritual Development is a middle management leadership position with responsibility to the Head of College for:

- advising and making contribution to the academic departments to ensure that all curriculum documents are guided by the Mueller Community Church's vision, values and strategic plan, the Mueller College Mission Statement, and Statement of Faith;
- supporting the Pastoral Care program which includes, but is not limited to, devotions, Christian Studies, pastoral care of students, Chapel;
- the development of the College into a successful Christian learning community;
- promoting and modeling a culture of continuous improvement.

### 2. Specifics of Position

#### Personal Attributes

The Head of Spiritual Development must:

- maintain a personal commitment to faith in Christ and belief in the Bible, consistent with the Mueller College Statement of Faith;
- have a sound knowledge of the Bible and the principal doctrines of the Christian faith;
- demonstrate a positive and cheerful approach to life with an engaging manner and personality, and carry out the role with humility, grace, dedication and enthusiasm, seeking to reflect Christ in service;
- have a strong work ethic, while still maintaining a proper balance between work, personal and family life.

#### Leadership in Curriculum, Pedagogy, Teaching and Learning

The Head of Spiritual Development is expected to:

- ensure teaching and assessment practices are appropriate to the high standing of the College and in line with the Christian worldview;

- provide thoughtful, professional input into the development of the Christian worldview across the College;
- lead the development and oversight of the Prep-12 Christian Studies Program;
- ensure Spiritual Development programs are in line with College aims;
- work collaboratively with Heads of Sub-Schools, HoDs and Subject Co-ordinators in the development and implementation of a Christian worldview in all subject areas;
- encouraging and developing collaborative partnerships between teachers, students and parents.

### **Organisational Leadership**

The Head of Spiritual Development is expected to:

- maintain familiarity with all aspects of College policy and assist in its implementation;
- participate in the collegial processes of goal setting, strategic planning, problem-solving and evaluation of activities;
- lead the Chapel team to ensure engaging, relevant and Biblically consistent Chapel services are run.

### **Leadership in Pastoral care**

The Head of Spiritual Development is expected to support the Heads of Sub-Schools and the Pastoral Care Team in their Pastoral Care role by:

- providing spiritual counsel to members of the College community when requested;
- take an active interest in the pastoral care of students by giving input into the Pastoral Care program;
- supporting the College Chaplains in their role;
- oversight of the Chapel program and being a support for the Chapel Co-ordinator.

### **Leadership in Student Behaviour Management**

The Head of Spiritual Development is expected to support the Heads of Sub-school in their behaviour management role.

### **Leadership in Resource Management**

The Head of Spiritual Development is expected to:

- report to the Head of College areas of improvement needed;
- maintain positive professional staff relationships;
- strategically plan the resources needed;
- determine priorities and formulate strategies in professional learning to complement curriculum objectives.

### **Cultural Leadership**

The Head of Spiritual Development is expected to:

- speak, write and act in ways to inspire and encourage parents and families in the College to live out the values of the Mueller's Christian ethos;
- ensure that a distinctively Christian worldview is implicit in all curriculum, and evident in practice in classrooms, as well as in co-curricular activities;
- interact with parents in order to promote positive relationships with the College;
- maintain professional links with other schools and with professional organisations;

- think creatively and work collaboratively with the College leadership to continually lift the standards of excellence in the College.

### **3. Skills of Position**

The Head of Spiritual Development is expected to:

- have a deep commitment to independent Christian education, and be able to articulate it and translate it into practice in the classroom, playground, office and staffroom;
- have a sound knowledge of the Bible and the principal doctrines of the Christian faith;
- be an educational and personal leader, able to manage and inspire staff and students;
- demonstrate high level relational skills, including communication skills and an ability to motivate, lead and inspire students and staff and develop good working relations with parents;
- demonstrate effective conflict resolution strategies;
- work co-operatively and collaboratively as a member of a team;
- have high level of interpersonal, verbal and written communication skills;
- have the ability to organise, delegate and co-ordinate;
- be self-directed, enthusiastic and highly motivated;
- honestly carry out a self-evaluation of all aspects of his/her role.

## Appendix

### Mueller College Mission Statement

The aim of Mueller College is to prepare students for life in the world and eternity by applying biblical principles through excellent education in a distinctly Christian environment.

### Mueller College Statement of Faith

- **THE BIBLE.** The Bible is the inspired word of God, and is the sole authoritative guide in all matters of Christian faith and practice.
- **GOD.** The Godhead is a Tri-unity of Persons, Father, Son and Holy Spirit, of one essence, omniscient, omnipotent, and omnipresent.
- **MAN.** God created man in His own image and likeness. Man failed to obey God so that sin entered the human race, separating man from God. Fallen mankind is not able to save himself and remains in this state under Satan's dominion until receiving spiritual life through Christ.
- **SALVATION.** God, in grace, made it possible for man to be brought back to Himself, by sending His Son, Jesus Christ, into the world. Born of the virgin Mary, through the power of the Holy Spirit, true God and true Man, He was sinless in every respect. By His death and resurrection, He is able to save all who believe in Him.
- **THE CHURCH.** The Church is the company of all true believers, formed by the Holy Spirit into one body, of which Christ is the Head.
- **THE LOCAL CHURCH.** There are local expressions of this body termed local churches. The ideal is that they all come together on the common ground of faith in Christ for praise, prayer, worship and witness.
- **CHURCH ORDINANCES.** Baptism and the Lord's Supper are two ordinances of the Church. Baptism is that of believers only and by immersion. The Lord's Supper is commemorated by believers in the breaking of bread, emblem of Christ's broken body, and drinking of wine, emblem of Christ's shed blood, until His second coming.
- **THE SECOND COMING.** The Lord Jesus Christ will return as Lord, King and Judge.