



HIRING: Half-time Chaplain – Christ Church School, Paradise Valley, AZ

Christ Church School in Paradise Valley, Arizona is committed to developing the whole child by providing challenging and creative academic, spiritual, and social experiences. Small class sizes and low student/teacher ratios give every student the opportunity to thrive and grow to their full potential in a safe and supportive learning environment. The CCS Chaplain helps provide a sense of connection and belonging for every student of the school, as well as acting as an encourager for students, parents, faculty, and staff.

**Essential Functions:**

- Worship:
  - Plan and facilitate weekly worship for preschool, elementary, and all ages.
  - Plan and facilitate monthly Eucharist service for elementary ages.
  - Plan and facilitate mini-chapel for youngest students to help them develop a love and joy of worship as they grow into the larger, more organized worship experiences with older children.
  - Coordinate with the parish to celebrate Day School Sunday in the fall, and conduct special services such as Christmas, Ash Wednesday, National Day of Prayer and Mother’s Day chapel services for families.
- Teaching:
  - Teach weekly classes to students in K-4 classes covering Scripture, religious history, and world religions. Includes report card preparation twice per year.
  - Teaches a deep and abiding respect and honor for all world religions and beliefs.
  - Coordinate with the parish Children’s Minister about curriculum to tie the school lessons to the Sunday School lessons.
  - Lead the annual Episcopal Identity training for staff and faculty as mandated by the NAES to incorporate the best of the Anglican identity into all of the formation being offered at CCS.
- Pastoral Care:
  - Tend to the families, staff, teachers, and students as pastoral needs demand. Can include home or hospital visits, leading prayer circles in classes or for the whole community, and communicating various prayer needs/requests to the parish for inclusion on prayer lists.
  - Write recommendation letters for students progressing to a new school, write birthday cards, and provide other positive touch points for students at life junctures.
  - Take part in special school events and fundraisers as support for the parent leadership.
  - Make recommendations to the School Board as necessary for needs and expansion of the ministry.

**Qualifications:**

- Committed Episcopalian with a high comfort level with Episcopal liturgy and worship practice, and an ability to right-size worship for all ages.
- Experience teaching and working with young children and adapting to their various needs as they age. Must be highly committed to the safety and well-being of children.
- High level of collaborative skills to work with faculty, staff, church staff, parents, and School Board.
- Encouraging and affirming presence toward all faith expressions.
- Strong communication skills in writing and public speaking.
- Thoughtful and creative leader adept at working with teams and incorporating the needs of a wide array of people.
- Attentive to detail and tech-savvy are a plus.

This position is open to a qualified Episcopal or ELCA lay person/clergyperson. Must complete background check and Safe Churches, Safe Communities trainings.

Learn more about CCS at [www.ccsaz.org](http://www.ccsaz.org).

Resume and Cover Letter (and OTM if ordained) should be submitted to Head of School, Kim Westfall, at [HeadofSchool@ccsaz.org](mailto:HeadofSchool@ccsaz.org).