



ST NICHOLAS
CATHOLIC
HIGH SCHOOL



SCHOOL CHAPLAIN

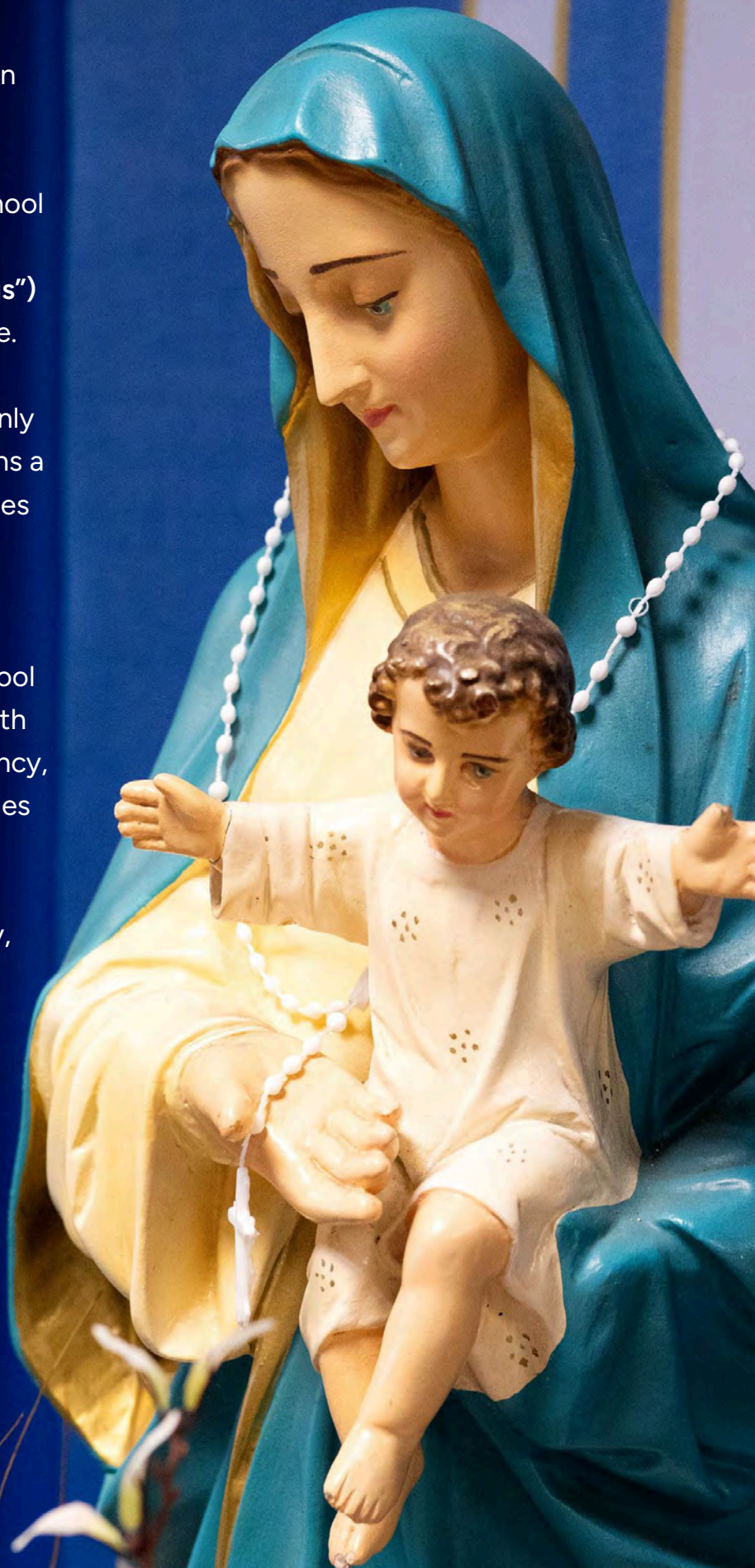
APPLICANT PACK

FAITH HISTORY

St Nicholas' founding as mid-Cheshire's first Catholic secondary school marked a major milestone in local Catholic education. From the outset, its mission was shaped by strong links with the Diocese of Shrewsbury and the local parishes. From the beginning, the school fostered a faith centred on the motto **In Omnibus Labora** ("Work in all things") - a spirituality of living faith in daily life.

Over time, our Catholic identity has only deepened. Religious Education remains a core subject, and worship opportunities continue through Masses and sacramental celebrations.

Today, St Nicholas Catholic High School sustains a vibrant, forward-looking faith life through liturgies, retreats, chaplaincy, and pastoral care, maintaining close ties with partner schools and parishes. Its mission remains unchanged: to form young people academically, spiritually, and morally - because **Everyone Matters.**





OUTGOING CHAPLAIN

Mrs Mairie Gelling

After eleven years at St Nicholas, it is hard to believe that the journey which began during the school's 50th anniversary now draws to a close as we celebrate its 60th. My time as Lay Chaplain has placed me at the very heart of school life, accompanying students and staff through moments of prayer and reflection, but also sharing in the everyday excitement of sports days, residential, and countless charitable events. What I have valued most is this sense of belonging - being part of a community where faith is not something separate, but something lived out in the ordinary rhythm of each day. A community that believes that 'Everyone Matters'.

The role of a Lay Chaplain is, at its core, about presence: gently encouraging the school community to recognise the ways in which God is active in each of us and in all that we do.

Often described as "loitering with intent to do good," chaplaincy involves creating opportunities for prayer, marking important feasts and seasons, supporting staff in their own ministry, and being alongside others in times of both celebration and sadness. From facilitating whole-school Masses and quiet moments of reflection, to building links with parishes and feeder schools, the role is always varied.

I have been blessed with many memorable moments - from organising a whole-school Mass across two sites in my very first weeks, to finding new ways of sharing prayer during the Covid lockdown through social media. Above all, chaplaincy has taught me that every day carries its own personality and unexpected blessings, and it has been a privilege to share in that with the St Nicholas community.



SCHOOL CHAPLAIN

St Nicholas Catholic High School is seeking to appoint a committed and inspiring **Chaplain** to lead and develop the spiritual life of our school community.

This is a distinctive and rewarding role at the heart of a successful Catholic school in Northwich, Cheshire, offering the opportunity to work closely with pupils, staff, clergy and the wider community in fostering a vibrant culture of faith, reflection and service. Our current Chaplain, Mairie Gelling, is retiring after ten years of excellent and dedicated service.

At St Nicholas, chaplaincy is central to our mission. We are looking for someone who can bear witness to the Gospel in daily school life, support young people in their faith journey, and help shape a culture rooted in prayer, service and moral purpose.

St Nicholas is located in a stunning part of the world and many of our staff commute into work here each day, knowing that they will enjoy their working day in a genuine and very supportive community where staff and students really do matter.

The successful candidate will:

- Be a committed and practising Catholic
- Have a strong understanding of Catholic education and liturgical life
- Be able to engage and inspire young people from a wide range of backgrounds
- Demonstrate warmth, presence and strong interpersonal skills
- Be highly organised and able to lead and develop chaplaincy provision

Key aspects of the role include:

- Leading and developing the prayer and liturgical life of the school
- Supporting pupils in their spiritual and personal development
- Organising retreats, liturgies and charitable initiatives
- Working closely with RE staff, senior leaders and local clergy
- Acting as a visible and approachable presence within the school community

WE OFFER:

- A supportive and values-driven Catholic community
- Positive, well-engaged pupils
- The opportunity to shape and develop chaplaincy provision
- Strong links with the Diocese and local parishes
- A role with genuine impact on young people's lives



St Nicholas Catholic High School has a long-standing reputation for academic excellence, strong pastoral care, and rich extra-curricular provision. Our Ofsted and Catholic Schools Inspection reports are extremely complimentary about our school and we are proud of our recent Outstanding judgement for Catholic Life and mission, as well as Collective Worship.

We welcome all prospective applicants to contact the school for an informal and confidential discussion about the post. We are also happy to welcome you to our school if you would like to visit before applying.

Please contact Vicky Hill (Head's PA) who will arrange a mutually convenient time for you to speak or meet with the Headteacher, Mr Craig Burns.

If you would like to apply for the post, please submit your application on the CES application form no later than 9:00 am, Monday 15th June 2026.

Interviews are currently scheduled for Tuesday 23rd June 2026.



JOB DESCRIPTION

This job description should be read alongside the National Standards document for School Chaplains. In this document, "Chaplain" refers to both ordained and lay Chaplains. The Chaplain, through his/her work and witness, will contribute to the spiritual and pastoral care of all members of the school community. He/she will have a central role in implementing the school vision statement and work with the Head Teacher in leading and developing the Catholic life of the school. He/she will nurture the faith formation and liturgical life of the school community. The Chaplain may also work to enhance the Religious Education curriculum where appropriate.

SALARY

Grade 8 (FTE) Between £34,434 and £39,152.
Actual salary - between £32,747 (SCP23)
and £37,234 (SCP28).

CORE RESPONSIBILITIES

The Chaplain as witness

- Help people to recognise God's love for them and their need of God
- Inspire through example
- To encourage staff and pupils to live the faith by being involved in projects relating to social justice and global citizenship.

The Chaplain as pastor

- Be visible and approachable around the school
- Accompany people at particular stages of their journey through life
- Get to know people individually and use every opportunity for contact to the best advantage
- Support the Head Teacher in his role as faith leader in school
- To play a central role in the pastoral system.

The Chaplain as leader

- In secondary schools and sixth-form colleges, the Chaplain will fulfil the role of Prayer and Liturgy Coordinator. (PLD 18)

- Support and further develop the spiritual, religious and liturgical life of the school
- Use a collaborative style of ministry that encourages a team approach to chaplaincy
- To offer opportunities of prayer for staff and students
- If a priest, celebrate Mass and the sacraments regularly in school; if not, plan for the same to occur with local clergy
- Develop suitable activities to mark and celebrate the major feasts and seasons of the Church
- To support staff and pupils in their planning, preparation, leading and facilitating of prayer and liturgy
- Help with the provision of suitable resources for prayer and liturgy
- Ensure the school environment and displays reflect the school's Catholic Christian identity
- Promote and care for the Chapel as a sacred space
- Develop a school retreat programme for pupils
- Support students to participate in the sacramental life of the Church, where appropriate
- To celebrate and share the faith life of the school with the wider community
- To include the local parishes in school celebrations, where appropriate
- Help with sensitive issues, advising on the Church's teaching.



The Chaplain as educator

- To support and enhance the RE curriculum, where appropriate.

The Chaplain as professional

- Have input into the school development plan, its operation and review
- Advise the Senior Leadership Team, where appropriate
- Challenge and support on standards, morals and the values of the Christian life
- To meet regularly with the line manager
- To engage in a regular process of appraisal
- To report to and work with Governors/Directors to promote the Catholic ethos and distinctive nature of the school
- Attend where possible staff meetings and any other meetings as appropriate
- To engage with Continual Professional Development (CPD) relevant to the role of Chaplain
- To avail of opportunities for enhancing his/her own spiritual well-being
- To lead school based CPD for staff in relation to the Catholic life of the school.
- To be a member of the Diocesan Chaplaincy Group or its equivalent, attending meetings regularly.



PERSON SPECIFICATION

The School Chaplain will be a practising, prayerful and committed Catholic with a good understanding of Catholic theology and supportive references from their parish priest or the priest best known to them. They should have a proven track record of working with young people in a parish and/or educational context.

SPIRITUAL AND INTELLECTUAL	Essential/ Desirable	Evidence*
<ul style="list-style-type: none"> Be a person of faith and prayer with a deep commitment to the Catholic Church; a practising Catholic 	E	
<ul style="list-style-type: none"> Have a good sense of the Church's liturgy and be able to recruit and enthuse children and to take part in school worship 	E	
<ul style="list-style-type: none"> Be up to date with current thinking and practices in the Catholic Church and Catholic Education 	E	
<ul style="list-style-type: none"> Be committed to on-going training and learning 	E	
<ul style="list-style-type: none"> Able to understand the complexity of working in a school and sensitive to the need to work together in the interests of students 	E	
<ul style="list-style-type: none"> Able to exercise sound judgement in a wide range of situations. 	E	
INTERPERSONAL AND COMMUNICATION SKILLS	Essential/ Desirable	Evidence*
<ul style="list-style-type: none"> Be a good listener 	E	
<ul style="list-style-type: none"> Be confident and comfortable with speaking one-to-one and also to large groups 	E	
<ul style="list-style-type: none"> Able to relate well to children and young people and enjoy their company, as well as able to develop and establish good relationships with a broad range of people 	E	
<ul style="list-style-type: none"> An articulate speaker with presence and the ability to present, credibly and enthusiastically, the challenges of the Gospel 	E	
<ul style="list-style-type: none"> Able to write high quality articles for our school newsletters and website 	D	
<ul style="list-style-type: none"> Excellent oral and written communication skills. 	D	
<p>*Source of evidence of fulfilled criteria: Application Form – A; Letter – L; Supporting Statement – S; References – R; Interview – I</p>		

OTHER ABILITIES AND SKILLS	Essential/ Desirable	Evidence*
• Clear thinker and strategic planner	D	
• Excellent organisation and administration skills	D	
• A good time manager with the ability to prioritise and meet deadlines and able to respond to spontaneous events and work well under pressure	E	
• Be comfortable working in a classroom environment when the role requires it	D	
• Able to be proactive and positive and to research, initiate, complete and review projects	E	
• Willing to participate in the life of the school and contribute to the extracurricular programme.	E	

PERSONAL QUALITIES	Essential/ Desirable	Evidence*
• A high level of personal and professional integrity and good judgement	E	
• Sensitivity to the needs and feelings of people regardless of age, religion or belief, sex, race or disability	E	
• To be a role model for pupils and staff through personal and professional conduct	E	
• Reliable and able to work on own initiative and as a member of a team	E	
• Able to maintain a sense of proportion and perspective	D	
• Able to be confidential	E	
• A sense of humour.	D	

*Source of evidence of fulfilled criteria: Application Form – A; Letter – L; Supporting Statement – S; References – R; Interview – I





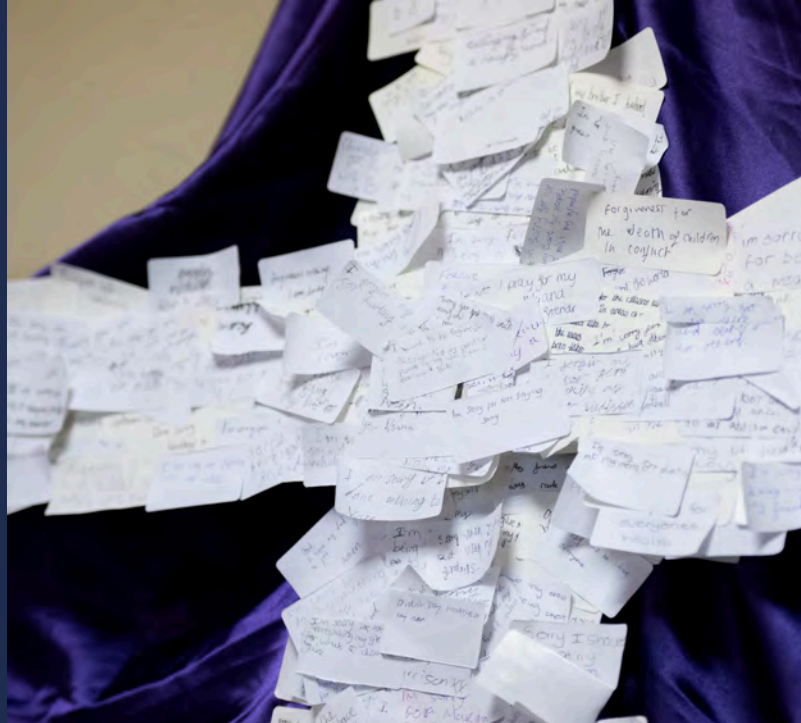
QUALIFICATIONS AND EXPERIENCE	Essential/ Desirable	Evidence*
• Educated to degree level	D	
• Degree in Theology/Catechetics	D	
• Evidence of relevant training to meet the responsibilities of this post	E	
• Experience of dealing with children/young people	E	
• Experience of preparing and leading liturgies	E	
• Experience of catechetical or retreat work	D	
• Full clean driving licence	D	
• Qualified to drive a minibus / or willingness to undertake relevant training	D	
• Satisfactory Enhanced Disclosure with the Disclosure and Barring Service	E	
• Skill and confidence in the application of ICT.	D	

*Source of evidence of fulfilled criteria: Application Form – A; Letter – L; Supporting Statement – S; References – R; Interview – I

WHAT DO YOU LOVE ABOUT ST NICHOLAS?

Mrs Deborah Freestone
Associate Assistant Headteacher
Subject Leader for RE

St Nicholas is a beautiful Catholic community that welcomes everyone. The way staff and students support one another is first class. I hope that will never change!



Tom Bradley
Director of Sixth Form,
Assistant Headteacher and
Teacher of Physical Education

There is something very special about the school, the staff and the students which makes every day worth it!

Mrs Nicola Simms
Physical Education Teacher

I have never, ever looked for another job, I refer to myself as 'Nic at St Nic's'. The school is a massive part of my life. I have worked with incredible staff and students and feel valued and supported.



Watch our school videos



st-nicholas.cheshire.sch.uk



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