



Position: **Chaplain**

Reports to: Head of School

Description

The role of the Chaplain at Palmer Trinity School is multifaceted and committed to the spiritual well-being of the entire school community. The Chaplain is instrumental in upholding the Episcopal Identity of the school and supporting the teachings and values of the Judeo-Christian perspective while recognizing the diversity of belief and practice within the school and its community. With oversight of Trinity Chapel and all related gatherings, the Chaplain plays a vital role in responding pastorally to local and global events and in offering support, prayers, and reassurance during moments of tragedy as well as celebrating important achievements/moments within the school community.

Essential Functions

- Oversee Trinity Chapel and coordinate all religious gatherings including school chapels, convocations, and sacramental events within the daily spiritual life of the school
- Teach classes within the Religious Studies, Ethics, and Philosophy Department or in an area of expertise.
- Assist with curriculum development for religious instruction in the classroom and a Character Development Program
- Serve on the school's Leadership Team
- Provide pastoral guidance, counsel, care and consultation to students, faculty, and parents
- Collaborate with the Administrative and Academic Teams in shaping program and curriculum
- Maintain a collaborative relationship with the Diocese of Southeast Florida and Episcopal schools of the Diocese attending meetings as scheduled
- Welcome people of all faiths and contribute to the Counseling Team and Diversity, Equity, and Inclusion (DEI) Team, infusing a compassionate perspective into these essential aspects of school life
- Respond pastorally to local, national, international tragedies by composing prayers and offering reassurance and comfort as needed

- Lead the school community in important religious observance and celebration
- Develop, research, and attend professional development opportunities for faculty.
- Keep the Head of School and Division Heads informed of school and student related issues, as well as all religious events and programs
- Consult with the Head of School, Division Heads, and designated directors to plan special events in which worship is an integral aspect.
- Other duties and responsibilities assigned by the Head of School

Expectations of All Employees

- Demonstrate support of the mission and policies of the school
- Fulfill expectations as outlined in the Faculty Statement of Commitment and the Palmer Trinity School Portrait of a Teacher (attached)
- Model the values of Palmer Trinity School
- Promote positive interpersonal relationships with colleagues
- Exhibit a positive attitude and joyful energy

Qualifications

- Masters Degree in Divinity (M. Div) preferred
- Experience in an independent school preferred
- Previous Chaplain experience preferred
- Ability to communicate clearly and effectively in both written and oral expression
- Ability to relate effectively with colleagues, faculty, students, and parents

Application Process

Interested candidates are invited to submit an application with cover letter, resume, and three professional references (include name, position, and contact information) to both

Ashley Chapman, Head of Upper School at achapman@palmertrinity.org

Marina Lithgow, Executive Assistant for the Head of School, at mlithgow@palmertrinity.org



Portrait of a Palmer Trinity School Teacher

Palmer Trinity educators aspire to be:

- Passionate teachers who display mastery and zeal for their subject while actively engaging students in the pursuit of learning and knowledge.
- Inspirational role models who lead by example encouraging students to be understanding, compassionate, and global-minded members of the community.
- Effective advisors who demonstrate empathy for their advisees, who communicate proactively, and assist them in the development of character and independence.
- Collaborative colleagues who commit to support school initiatives, who share ideas and resources with team members, and who demonstrate a positive and inclusive approach to achieving communal goals.
- Committed members of the community who willingly participate in school life beyond the classroom.
- Dedicated professionals who commit to the art of teaching, aware that their work will profoundly impact the lives of students in unforeseen and unimagined ways.

Palmer Trinity School : Faculty Statement of Commitment

As Faculty and Staff we commit to:

- Supporting and upholding the mission, philosophy, and values of the School.
- Recognizing and cultivating the potential in every student.
- Creating a supportive environment that is developmentally and academically appropriate.
- Supporting decisions and policies determined by the Administration.
- Fulfilling our obligations as stipulated in the employee contract and outlined in the Employee Handbook
- Striving for on-going professional development.
- Engaging in responsible and respectful digital citizenship.