



JOB PROFILE

CHAPLAIN

Luckley
HOUSE SCHOOL

WELCOME



Thank you for the interest you have shown in joining Luckley House School as Chaplain.

Luckley House is a warm and welcoming boarding and day school. We are a community, small enough at 370 pupils for everyone to be seen, valued and counted but large enough to provide a wide variety of academic, sport and creative opportunities.

Our uniqueness lies in the combination of our size, Christian ethos and flexibility to meet the needs of individual pupils and their families. We provide a distinctly academic education that is tailored to the individual needs of each pupil. This is offered in the context of a broad curriculum which celebrates the arts and sports as much as academic achievement.

Luckley is keen to appoint a strongly pastoral and Christ-centred Chaplain to support the whole school community and lead the spiritual life of the School.

The primary role of the Chaplain is to be pastor of the School community. We are looking for someone who is a committed Christian who considers Word and Spirit essential to their leadership. Applications will be accepted from ordained or non-ordained applicants with appropriate experience.

I am delighted that you are considering applying for this role and hope that you feel inspired to submit an application.

I look forward to hearing from you.

Mrs Claire Tao
Chair of Governors



ABOUT LUCKLEY HOUSE

Luckley House is a co-educational, independent day and boarding school for pupils aged from 11 to 18 years. Situated on the southern outskirts of Wokingham, Berkshire, Luckley House is set in 20 acres of landscaped lawns and majestic woodland. The School has a Christian ethos with a mission and values which flow from this.

The mission of the School is to provide an outstanding education for boys and girls characterised by academic excellence, a rich and diverse range of opportunities, aspiration and enthusiasm for life and generosity of spirit. The School has strong traditions in music, drama, art, debating, community outreach and sport, and there are many cocurricular activities open to pupils to help them develop their talents to reach the highest possible standards.

Luckley House was formed in 1959 through the merger of two girls' schools: Luckley School, founded in 1918 on the current site, and Oakfield House, established in the Lake District in 1895. The School adopted the name Luckley House School in 2013, and in 2015 began admitting boys for the first time. Over the past decade, student numbers have grown by over 75%, with boys now comprising half of the student body. Currently, the School has around 370 students and has been given approval to expand to 420.

The School is committed to inclusivity, welcoming pupils from all faiths and backgrounds, which enriches the community and prepares students for the diversity of the modern world. Most students live within a 15-mile radius of the School, with many joining in Years 7, 9, and the Sixth Form from both independent and maintained schools. There are 40 boarding places available, with between 35 and 40 students boarding on weeknights, approximately half of whom are from abroad or are weekly boarders.

Luckley House offers a highly personalised academic experience, tailoring its education to the individual needs of each pupil.

The academic results at both GCSE and A Level consistently exceed national averages, and the majority of students secure places at their first-choice universities.



THE ROLE

JOB TITLE: Chaplain

JOB PURPOSE: To be a key pastoral figure in the School in promoting Christian values and leading the spiritual development of students and staff in line with the Christian heritage and heartbeat at Luckley. The Chaplain will form part of the pastoral team and work alongside it to provide the best care possible for our young people. The Chaplain will have a role in the pastoral care of all our young people irrespective of their individual faith.

ACCOUNTABILITY: To the Board of Governors

TO START: January 2026

TERMS: Part time, fixed term contract until 3 July 2026

HOURS: 10 to 14 hours per week, worked over at least two days, however, some flexibility around work pattern will be needed. Being able to commit to a Monday would be an advantage.

SALARY: £6,865 - £9,611 per annum (£30,475 FTE)

CLOSING DATE: Friday 28 November 2025 (noon)

(Early applications are advised as we reserve the right to interview and appoint before the closing date.)

OVERVIEW

Pupils

The applicant will enjoy being with young people, have good listening skills, and be someone who can quickly gain their confidence and trust. Among the various members of the staff that pupils might choose to seek out to discuss their problems and issues, the Chaplain, within the appropriate constraints of the child protection policy, will be someone pupils can trust and is a giver of sound advice and wisdom. "Bible and Cake", an optional faith enquiry group, is currently run by a member of staff who is a committed Christian. The new Chaplain would co-lead this group and hope to develop similar groups for other sections of school.

Worship

The Chaplain will be responsible for worship throughout the whole school. We hope to appoint a Chaplain who will think imaginatively about how worship can be celebrated in the formal settings in assemblies, the Carol Service and end of year services, as well as the more informal services as they arise throughout the year.

Ideally, the Chaplain will lead the Monday assembly and be responsible for the format; to invite guest speakers, who have a living Christian faith, to give the address. The Chaplain's input will be welcome in other assemblies and on Christian / faith topics across the School.

We are seeking to appoint a Chaplain who is an imaginative preacher, and who enjoys the challenge of communicating the Gospel in a way that is relevant to teenagers, whilst acknowledging the wider remit of a parent and staff community.

Staff and Parents

We are looking for someone who will show a keen interest to look after the whole community at Luckley, where we have a strong Christian foundation and the Chaplain will be regarded as an important member of the school community by pupils, staff and parents alike. He or she will be expected to be a familiar face in the Common Room and be known among the ancillary staff and parents.

There is a weekly Staff Reflection and it is hoped that the Chaplain will be an important member of this group. There is also a regular parent prayer meeting held on site at school and of which the Chaplain's input will be welcomed.



Where possible, he or she will be encouraged to work with the Luckley Boarding Teams to find ways to engage with the Boarding Community as appropriate.

Longer Term

There are many opportunities to become involved in the wider life of the School beyond assemblies and Christian groups. In the longer term, the Chaplain could be involved in and develop other areas of school life. For example, the development of the Christian service projects and in helping our pupils give of themselves in service to the School and the wider communities.

A part-time Chaplain, whilst they may not teach, would be expected to be involved in the 'wider school life' as time allows and the details of this would be agreed prior to appointment.

The Chaplain will be a visible figure in the life of the School and the successful candidate will in addition to the above:

- Interpret, maintain and apply Luckley's aims to all aspects of school life
- Provide an agreed focus with the Governors and Head for the development of a Christian presence and strong moral compass in the School
- Meet with the Head on a regular basis
- Develop a strong working relationship with the Director of Music regarding the provision of music for school assembly services and other school occasions as appropriate
- To engage with local Christian leaders, other school chaplains and TISCA.
- Form links with Christian youth holiday leaders and the promotion of them to young people at Luckley to attend in the school holidays.
- Involvement in relevant networks supporting evangelical Christian ministry in independent schools.

PERSON SPECIFICATION

ESSENTIAL

- Educated to degree standard or equivalent
- Experience of working with young people
- Experience of Christ-centred preaching and teaching of the Christian faith
- Experience of leading Bible studies
- Comfortable with the formal and informal aspects of independent education
- Good communication skills with all ages
- Creative and innovative speaker
- Inclusive manner and promotes unity
- Strong organisational and administrative skills
- Diplomacy
- Determination to see tasks through to completion and a strong work ethic
- Team player
- Ability to empathise
- Approachable
- Ability to foster and sustain positive relationships
- Humility, patience and compassion.
- Loyalty and dedication
- Positive Role Model who does not become partisan within the Christian or wider school community

DESIRABLE

- Teaching or theological qualification
- Counselling qualification
- Experience of working in schools
- Experience of working at Christian youth events
- Desire to be involved in leading on Christian youth events during the school holidays
- Good level of ICT competence
- Involvement in relevant networks supporting evangelical Christian ministry in independent schools

STAFF BENEFITS



PLACE OF WORK

Luckley House School,
Wokingham; a historic market
town with vibrant centre and
great transport links



GYM

Free use of the School gym.



EMPLOYEE ASSISTANCE PROGRAMME

Confidential independent
support service for all staff.



PARKING

Free on-site parking.



FEE REMISSION

Fee concession of 25% for all
staff (pro rata if part time).



PENSION SCHEME

Contributory pension scheme
through APTIS with generous
employer's contribution



DEATH IN SERVICE

If an employee dies while in
service, a lump sum of four
times their salary is paid.



ELECTRIC CHARGING POINTS

These are located on-site in
designated parking bays.



STAFF SOCIALS

The School holds a Staff Social
at the end of each term and all
staff are invited to attend.



WELLBEING

The School holds an annual
well-being afternoon.



HEALTH CENTRE

All staff can access the Health
Centre for urgent medical
issues.



FLU VACCINE

All staff are entitled to one
free flu vaccine every year.



PROFESSIONAL DEVELOPMENT

The School has a dedicated
training budget for all staff.



HALF-TERM HERO

Staff can nominate a colleague
for a prize draw at the end of
each half-term



MEALS & SNACKS

Free lunches and
refreshments during term
time.



HOW TO APPLY

For further details please contact please contact HR on 0118 974 3207 or 0118 974 3223 or via email Recruitment@luckleyhouseschool.org

An application form is available on the School's website (www.luckleyhouseschool.org)

Closing date: Friday 28 November 2025 (noon)

We reserve the right to interview and appoint before the closing date.



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