



Diocese of Westminster
AGENCY FOR EVANGELISATION



Diocese of Westminster

Director of SPEC

Following restructuring, the Diocese seeks a Director for its Youth Retreat Centre in Hertfordshire. The Director will be responsible for all aspects of the Centre's operation; leading a community of staff and volunteers in delivering a retreat/mission programme for school and parish groups which is supportive of faith formation, parish based youth ministry and the diocese's work with young adults. The recruitment, formation and training of the volunteer community will be pivotal. Substantive experience will be necessary while a formal theological background would be advantageous.

Salary: £28,000 pa with accommodation
Interview date: W/B 8 March

Assistant Director of SPEC

The Diocese also seeks an Assistant Director for SPEC who will have particular responsibility for the centres day to day activity; managing and co-ordinating the work and support of programme leaders and volunteers, liaising with groups before they arrive, and ensuring the effective communication of relevant information. Prior experience is essential.

Salary: £24,000 pa with accommodation
Interview date: W/B 22 March

Both posts are residential and applicants should be practising Catholics with a professional qualification or its equivalent. Hours of Work: 40 per week including evening and weekends as required.

Start Date: 1 August 2010
Closing Date for applications: 26 February 2010

For informal enquiries contact Dave Burke, Director of Youth Ministry, 020 7798 9357. For a job description, person specification and application form, please apply to:- Julie Dauncey Email: juliedauncey@rcdow.org.uk or visit our website at www.rcdow.org.uk, HR department Vaughan House 46 Francis Street London SW1P 1QN Tel 020 7798 9167



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Education and Lifelong Learning Headteacher

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St. Joseph's RC Primary, Selkirk and St. Margaret's RC Primary School, Hawick Ref: SB00545/TAB
35 hours per week
Roll: St. Joseph's 28, St. Margaret's 22

Application packs from Human Resources, Scottish Borders Council HQ, Newtown St. Boswells, Melrose TD6 0SA
Tel 01835 825052/3 or e-mail teachingposts@scotborders.gov.uk or on the Website scotborders.myjobscotland.gov.uk
Closing date: 15 February 2010

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Diocese of Hexham and Newcastle

SACRED HEART CATHOLIC HIGH SCHOOL
Fenham Hall Drive,
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website: www.sacredheart-high.org



11-18 Girls Roman Catholic School
NOR 1368 Sixth Form 245



CHAPLAIN
Scale 6 £22,221 - £23,708

Governors wish to appoint a Chaplain to develop further the spiritual and liturgical life of the school. This vital post is central to our earnest commitment to support students and staff, and to accompany them as they grow into 'fullness of life.' A thoughtful, sympathetic and dedicated practising Catholic is required, who enjoys the company of young people, can effectively draw teams together and will build upon the strengths of each person. There is also a full time counsellor and a strong pastoral team.

Sacred Heart is an outstanding girls' comprehensive school, with a proud tradition and excellent links with primary schools, situated on a lovely site on the outskirts of the City.

A full time post is available (37 hours per week), but there is scope for negotiation or job share. Hours will need to be flexible and could be term time only or whole year to suit.

Please contact Mrs M Heron, Headteacher's PA by letter, fax, e-mail, telephone or see our website for further details.

Closing date: Monday 22 February 2010

VOCATIONS

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Sam Gow on 020 7880 6217

Mission • Solidarity • Welfare • Hospitality

The Apostleship of the Sea (AoS) is seeking to recruit a Port Chaplain: Southampton based, Sussex & Hants area – full time

Salary scale: £22-26K

dependent upon training, experience and qualifications.

95% of British imports arrive by sea, and, equally important, exports leaving are shipped in the same manner. The seafarers who work on the ships come predominantly from poorer countries, and typically work away from home on contracts of up to 12 months. They are an invisible workforce, a forgotten element in the globalisation debate suffering further in the current global recession. The task of AoS chaplains is to be alongside seafarers, to provide for their pastoral and spiritual well-being in a 'hands-on' practical expression of the Catholic Church's Mission. Fundamental to the post is ship visiting in the main ports and developing teams of volunteer ship visitors in other regional ports.

- AOS Port Chaplains are priests, nuns, permanent deacons and suitable individuals drawn from the laity to train as Lay Chaplains
- Experience in chaplaincy is desirable
- IT and admin skills required plus the ability to promote the work of AoS
- Excellent interpersonal skills and a strong Catholic faith are essential, and above all, a belief in the mission to perhaps the most marginalised industry sector in the world.

For an application pack or to arrange an informal chat with National Director, Capt. Paul Quinn, please contact Alice Robinson, on 0207 012 8601 or at alicerobinson@apostleshipofthesea.org.uk

You can also visit the website at www.apostleshipofthesea.org.uk

Port visits with a current working Port Chaplain will be arranged for suitable candidates

Closing date for Applications: 26 February 2010

Interviews (will follow a port visit) soon after the application close date

I thank the Lord for the work of the Apostleship of the Sea, which for many years has offered human and spiritual support to those who live this difficult and challenging way of life.

Pope Benedict XVI



EDINBURGH CITY CENTRE accommodation at Emmaus House for retreat or holiday. 2010 retreat programme available at: www.emmaushouse-edinburgh.co.uk e-mail: info@emmaushouse-edinburgh.co.uk
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Chief Executive

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Salary: circa £50,000 + pension contribution

Location: Victoria, London

Contract Type: Permanent

Caritas Social Action Network is the umbrella organisation for UK Catholic Social Care agencies and an agency of the Catholic Bishops' Conference of England and Wales. The agency's role in positively supporting the Catholic voluntary sector is widely acknowledged.

Due to the retirement of the current post-holder, we are looking for a passionate and dynamic leader with excellent motivational and communication skills, executive impact and the values and commitment to further develop this innovative and forward-looking organisation. An experienced strategic manager, you will have a strong track record of successful delivery, a good understanding of the wider context of management in the care sector, and a strong commitment to Catholic Social Action.

Closing Date for applications: 1 March 2010

Interview: 24 March 2010

Application packs can be downloaded from the website on www.csan.org.uk or contact Lesley.versprille@cbcew.org.uk to receive an application pack.

Applications by electronic mail only.

For further information regarding the role, please contact Philippa Gitlin on 020 7901 4875

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St George's College is an Independent, Co-educational, Catholic, Day School situated on a 90 acre parkland site in Weybridge, Surrey. Founded in 1869, the College has 880 pupils aged 11 to 18. St George's College Junior School is located a mile and a half away on a 15 acre site and has 615 pupils aged 3 to 11.

Bursar

For September 2010 or earlier

The Governors of St George's College invite applications for the post of Bursar which is vacant as a result of the sad and unexpected death of Phillip Fletcher. Having a very senior leadership role, the Bursar has responsibility through five direct reports for over 100 staff on two sites. The Bursar is responsible to the Headmasters for the day to day running of the Schools. He/she will be the Clerk to the Governors with responsibility to them for financial matters and the material state of the Schools.

Identifying with the Christian ethos of the College and the Junior School and the ability to get on with people are paramount. A full set of competencies will be expected, either developed within the sector or elsewhere.

Full details and how to submit an application may be found on the Charity and Fundraising Appointments (CfA) website (www.cfappointments.com). Potential candidates wishing to discuss the post are invited to contact Will Skinner or Chris Tongue at CfA on education@cfappointments.com or 020 7220 0180.

**Closing date for applications: Monday 22nd February 2010
Longlist interviews: Tuesday 16th March 2010
Shortlist interviews: Tuesday 23rd March 2010**

For more information about St George's College please visit www.st-georges-college.co.uk

St George's College is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Criminal Records Bureau.

St George's College

Weybridge, Surrey



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