



SRE Helper

JOB DESCRIPTION

AIM

AS AN SRE HELPER, YOU AIM TO:

- Teach the Bible faithfully and truthfully to those in your class.
- Model the Christian life to the individuals in the class and school. Set an example in the way you act and speak both the struggles and joys of being Christ-like.
- Encourage and pray for everyone in your class.
- Be involved in the planning and implementing of SRE at the school.
- Assist with classroom management.

RESPONSIBILITIES

YOU ARE DIRECTLY RESPONSIBLE TO:

e.g. SRE Coordinator, Session, and the School Principal

YOU ARE RESPONSIBLE FOR:

- Assisting the SRE teacher (you must be accompanied by an SRE teacher in class).
- Encouraging and praying for the members in your class.
- Running the class for the designated period of time.
- Participating in and being involved with the school and its staff.
- Ensuring that there is no breach of trust towards the students or other leaders.

REQUIREMENTS FOR THIS POSITION

TO SERVE IN THIS ROLE, YOU MUST:

- ☐ Be a regular attender at church and a Bible study group.
- ☐ Obtain a Working with Children Check and have it verified by the CPU.
- ☐ Complete the [BTS Application for Working with Children or Young People form](#).
- ☐ Complete Breaking the Silence Foundations Training every 3 years and complete Read and Review Training each year.
- ☐ Sign a copy of this job description, indicating your agreement to the Code of Conduct.



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- ☐ Complete the [SRE Teacher Authorisation form](#) and [SRE/SEE Teacher Declaration \(Criminal Proceeding\) form](#).
- ☐ Fulfil all SRE training requirements as set out by PYNSW.
- ☐ Hold a valid SRE Teacher Authorisation card signed by your minister or Session clerk.

SAFE MINISTRY PROTOCOLS FOR THIS POSITION

- All children and others under your leadership, regardless of age, are covered by these protocols.
- Ensure you receive a site induction and are made familiar with the procedures and operations of the school e.g. evacuation and lockdown, confidentiality, discipline, parent interactions, use of school equipment and toileting.
- Do not allow yourself to be in any area alone with a child. Always have other students or another teacher with you.
- If a student has questions for you at the end of the class, ask another teacher or student to remain in the room, or talk to them in view of other people.
- If a student is distressed or has come to you for counselling, follow the school's protocols.
- If a child discloses information to you regarding any kind of abuse or neglect, or you suspect that they are at risk of harm, you must:

A: Report to the **School Principal** (immediately after teaching) and

B Report to the **Conduct Protocol Unit** (CPU). This can be done directly or through the authorising church, by notifying the Minister or Session Clerk, who will report to the CPU.

AGREEMENT

I have read and understood this Job Description, and the Breaking the Silence Policy and Code of Conduct.

Name:

Signature:

Date: