



Appointment of  
**DEAN OF MALE STUDENTS**  
(FULL TIME)



“Our mission is to proclaim the transforming presence of Jesus Christ through biblical teaching and practical training, equipping men and women for service in His Church worldwide.”

# BACKGROUND TO CAPERNWRAY

---

Capernwray is an international interdenominational, Christian Bible School and Holiday Centre located in a beautiful setting near Carnforth in Lancashire.

Capernwray opened in the spring of 1947 under the leadership of Major and Mrs Ian Thomas. It was here that the Capernwray Missionary Fellowship of Torchbearers was established, drawing UK and European youth to the North of England. The Bible School was started to disciple young believers, enabling them to deepen their faith and understanding of the Word of God.

Since then Capernwray has grown significantly while still seeking to fulfil this vital ministry of teaching and evangelism through the Bible School and Holiday programmes. Capernwray was the founding centre of Torchbearers International which now encompasses 24 similar centres worldwide and with whom Capernwray enjoys a strong association. The international perspective of Capernwray is evidenced by the large numbers of overseas staff, guests and students.

Capernwray accommodates up to 160 students or 200 guests. There are approximately 40 full and part time staff, 20 year long volunteers on our Serving and Leadership Training (SaLT) programme, and a substantial number of short-term voluntary staff serving seasonally throughout the year.

Capernwray has gained an international reputation as a centre for full-time study and holidays aimed at enabling people to experience the life-changing work of Jesus Christ. The Bible School courses (Level 3, NCFE-accredited) provide practical biblical instruction, equipping men and women to serve the Lord's purposes wherever they may be. The School is accredited by the BAC as a short course provider (6 and 3 month courses which can be taken individually or sequentially) and receives glowing inspection reports.

The holidays provide priceless opportunities to meet new friends while learning and discussing the truth of who Jesus Christ is and how He is relevant to all ages in the present day. Refreshment and relaxation in a scenic environment enhances the teaching of the Word.



# PERSON SPECIFICATION AND KEY RESPONSIBILITIES

---

**Job Title:** Dean of Male Students

**Salary:** £28,000 *(with potential provision of on-site accommodation)*

## Purpose of the role:

This role exists to ensure that the pastoral needs of the male students of the Bible School are seen, understood, and, where appropriate and possible, met, through lived example, intentional relationships and biblical teaching. A range of other duties and responsibilities make this role integral to the smooth running of the Bible School and the enhancement of the student experience.

## Key responsibilities will include:

- Coordinate and lead the pastoral care of male students, including as necessary handling safeguarding, health and welfare issues.
- Oversee the disciplinary procedures for the student body.
- Oversee the students' Small Group Bible Study programme, including training and monitoring.
- Deliver at least four lecture series across Winter and Spring Bible Schools and contribute more widely to the Bible School teaching programme, including marking student assignments.
- Ensure the delivery of the Bible School social programme, leading a team including Ministry Assistants and student representatives, and liaison with the Sports Department.
- Coordinate Prayer Days, Travel Weekends and arrangements for the start and end of terms.
- Deputise for the Bible School Principal as required.
- Play a significant role in the planning and delivery of the SaLT (Service & Leadership Training) programme.
- Play a significant role in Capernwray's Holiday and Conference programme.



# ABOUT YOU

---

You will be expected to have the essential skills, knowledge and experience listed below.

## **Essential Skills:**

- Mature, committed and baptised Christian believer in active and regular fellowship in a local church, able to affirm Capernwray's Mission Statement, Statement of Faith, Values, Principles and Practices and Policy Statements, willing to work within their parameters.
- Proven experience and ability in Christian leadership, Bible teaching and pastoral work.
- Proven ability to work cooperatively, harmoniously and flexibly as part of a team.
- Evidence of appropriate theological education.

## **Desirable Skills (do not be deterred if don't have all of the below):**

- Knowledge and experience of Torchbearer Bible Schools.
- Ability to speak a language additional to English.
- Qualification and experience in teaching ESOL.
- Ability to lead sung worship.
- Experience in working with and supervising volunteers.
- Experience with Google software.
- Experience of working in Christian residential ministry.

## **Key Responsibilities common to all Capernwray staff:**

- To participate in Capernwray's community life, including attendance at staff meetings, prayer meetings and social events, and to assist in other elements of the ministry's functioning as required.
- To contribute to the Capernwray Holiday Programme as agreed.
- To participate in a Bible School 'Family Group', offering friendship, direction, pastoral nurture and encouragement to the students within it.
- To willingly and regularly affirm the ministry's Statement of Faith, Mission Statement, Values and the Torchbearer's Principles & Practices.

# WHAT WE OFFER AND HOW TO APPLY

---

This role carries an occupational requirement for the applicant to be an active Christian and to subscribe to the ministry's Statement of Faith. Under current UK employment legislation you will need to show you have a right to work in the UK.

<b>Safer Recruitment</b>	Capernwray is committed to safeguarding and ensuring the welfare of children, young people and vulnerable adults. References, a Voluntary Self-Disclosure and an Enhanced DBS check will be required for the role.
<b>Salary</b>	£28,000 with potential provision of on-site accommodation.
<b>Annual Leave</b>	30 days (including public and bank holidays) increased to 32 days after five years' service. The Capernwray holiday year runs from April to March. Usually 3 days annual leave is required to be taken when the Hall closes for 5 days at Christmas.
<b>Hours of Work</b>	37.5 hours typically spread over five days in a 7-day working week. Regular weekend working (Eg. Sunday evenings and some Saturdays) and availability outside of normal working hours will be required although working patterns are designed to permit substantial involvement in a local church.
<b>Pension Scheme</b>	Auto-enrolment pension scheme. Our current contribution rates are 4% for the employee and 7.8% from the employer.
<b>Additional Benefits</b>	Meals and refreshments are provided while you are working. Staff also benefit from a discount in the extensive Bookshop, free use of the swimming pool, sauna and other sports facilities, and a discount for staff family members at Capernwray Bible School, Night School and on Capernwray holidays and guest accommodation.

A full job description is available on request. Please complete your application on our website: [capernwray.org/application-for-employment](https://capernwray.org/application-for-employment)

If you wish to speak to someone informally about this position before applying, please contact Derek Burnside, Bible School Principal, on 01524 738019, [derek.burnside@capernwray.org](mailto:derek.burnside@capernwray.org).

**Closing date:** Tuesday 28 May 2024 | *Interviews will be held at Capernwray in early June*  
**Starting date:** Early September 2024

# STATEMENT OF FAITH

---

1. The Bible is, in its entirety, the revelation of God for mankind, inspired by the Holy Spirit.
2. God is the triune God: Father, Son and Holy Spirit.
3. The Lord Jesus Christ is God's Son being one with the Father. All things are created by Him and for Him.
4. Through the action of the Holy Spirit, and born of the Virgin Mary, He became man.
5. He was without sin and of His free will, and by His sacrificial death upon the cross, He brought about salvation for this fallen world.
6. He is the only mediator between God and man, and by accepting His salvation through faith, man is justified from his sins and receives forgiveness and eternal life.
7. Jesus Christ is risen bodily from the dead.
8. Jesus Christ will return to deliver just judgement and to bring all things to completion.
9. The Holy Spirit is God in unity with the Father and the Son.
10. Through the outpouring of the Holy Spirit, Jesus Christ comes to dwell within those who accept Him through faith.
11. Through the presence of the Holy Spirit, a person becomes a new creature, and is being transformed into the likeness of Jesus Christ.
12. Jesus Christ adds those who believe in Him to his Body. This is His church on earth, of which He is the Head.

