

## Role Description

<b>Job Title</b>	Parish Support Team Chaplain
<b>Workplace</b>	Church House, Derby
<b>Hours</b>	Approximately 2 hours bi-weekly worked flexibly
<b>Accountable to</b>	Director of People and Ministry Development
<b>Accountable for</b>	n/a

<b>Role Purpose</b>	The Chaplain will lead and support the spiritual and religious life of the DBF, to oversee the opportunities for regular worship, prayer and special occasions, and to contribute to the emotional and spiritual wellbeing of all the DBF's members, of all faiths and none. They will offer a confidential, pastoral, listening service with spiritual care.
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## Key Responsibilities

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The Chaplain will bring their own unique gifts and talents to the role, working to care for the wellbeing of the PST staff as well as deepen their spiritual enrichment. Key responsibilities include:

- Support the emotional and spiritual wellbeing of the PST.
- Uphold confidentiality in all pastoral matters.
- Hold regular opportunities for collective prayer and reflection including the weekly PST prayer time.
- Creating opportunities for PST staff to grow in or explore the Christian faith.
- Drive an inclusive culture that enables all staff to feel like they belong.
- Play an active part in the spiritual life of the PST.
- Attend the quarterly staff breakfasts to lead prayers and devotions.

### There are 4 key aspects to the work of a chaplain in the PST:

#### 1) 'Pastoral presence'

The Chaplain will be a pastoral presence whose prayerfulness, personal holiness and compassion for others will be evident whenever they come onto PST premises and felt from afar when they can't. They are not counsellors and will steer people for appropriate interventions if they believe a professional need has been uncovered.

**2) 'Prayer'**

Is a key part of the role, praying for the PST when at present and not, and praying appropriately with staff with their consent. The Chaplain will offer prayer ministry and appropriate ministry when approached by staff for such support.

**3) 'Presence of God'**

Creating opportunities for PST staff to be guided into the presence of God, through bible study, prayer meetings, 'coffee, tea and God sessions', contemplative moments etc. Recognising that the staff group are made up of people of all faiths, no faith, and different expressions of the Christian faith, such events should be done inclusively.

**4) 'Befriender'**

By being a regular friendly presence at Church House, the Chaplain seeks to come alongside staff who may be experiencing grief, stress, anxiety, struggling with illness, making difficult decisions or feeling overwhelmed by life. They will be a confidential listening ear; someone the staff feel safe sharing personal matters with.

**Right to Vary Job Description**

- This Job Description may be reviewed regularly and is subject to variance. If any amendments constitute a material change in the level of your responsibilities or the skills and competencies required, the salary level will be re-evaluated. You will be consulted with on any contractual changes.
- In order for you to fulfil the requirements of the post you may be required to undertake training leading to recognised qualifications from time to time.
- You may be required to undertake other tasks that are assigned to you that the DBF might reasonably expect to be within your competence and grade.

**Acceptance**

<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

## Person Specification

Selection Criteria	Essential	Desirable	Assessment
Knowledge, Experience and Qualifications	<p>Appropriately trained in Safeguarding</p> <p>A lay or ordained Anglican minister who holds a license or the Bishop's Permission to Officiate</p>	<p>Previous experience of chaplaincy</p> <p>Relevant Chaplaincy training</p>	Application
Skills	<p>Lively and confident Christian faith that can be articulated in a relevant manner</p> <p>A quiet resilience with a sense of humour and a servant heart</p> <p>A friendly discerning disposition and a spirit of non-judgmental graciousness</p> <p>A willingness and ability to work with complete trust and confidentiality</p> <p>A team player with a proactive and creative approach to contributing towards the spiritual life of the PST</p>		
Beliefs (Where there is a GOR)	<p>A personal Christian faith that is deep, resilient, hope-filled and mission focused.</p> <p>A commitment to the work of the Parish Support Team and its contribution to the</p>		

	<p>vision of the Diocese of Derby.</p> <p>A passion to support the wellbeing of PST employees, with a respect for those of all faiths or none and of different expressions of the Christian faith</p>		
Other	<p>A vocational call to minister to the PST</p> <p>A desire to embrace those of other faiths and none, respectful of diversity, equality and inclusion. An awareness of the Equality Act when working with employees.</p> <p>A basic DBS check is required.</p>		

**Disability Confident Employer**



The Diocesan Board of Finance is a disability confident committed employer. If you have a disability and require adjustments to do this role, please let us know. We are committed to offering an interview to disabled people who meet the minimum criteria, and to supporting existing employees who have a disability