

**JOB DESCRIPTION**

**Post:** College Chaplain - All Faiths and Beliefs

**Reports to:** Deputy Principal Student Experience and Group Safeguarding

**Full Hours:** 37 hours per week Term Time only (36 plus 2 weeks)

**Spine point:** 27-30 (£33,771 – £36,899 full time equivalent)

 £28812- £31480 actual salary

**Main Purpose:**

The College Chaplain provides inclusive spiritual care and pastoral support to students, staff, and faculty of all faith traditions, philosophies, and those who identify as non-religious. The Chaplain fosters a welcoming environment that supports personal growth, community engagement, and interfaith dialogue, ensuring the college community thrives in an atmosphere of inclusivity and respect. The College Chaplain will also be the lead Multi-Faith Champion on the EDI Steering Group.

**Duties and Responsibilities**

1. **Spiritual and Pastoral Care**:
	* Offer confidential one-on-one support for students and staff navigating personal, spiritual, or ethical challenges.
	* Provide guidance and a listening ear to individuals from all religious and secular backgrounds.
	* Respond to crises with compassion and understanding, offering appropriate pastoral care and referrals when necessary.
2. **Interfaith and Community Engagement**:
	* Develop and lead interfaith programs and events that promote understanding and respect among diverse traditions and beliefs.
	* Organise educational workshops, talks, and celebrations around cultural, spiritual, and philosophical themes.
	* Facilitate spaces for dialogue on ethics, values, and social justice issues.
3. **Ceremonial Duties**:
	* Plan and conduct ceremonies or services to mark key milestones or college-wide events (e.g., graduations, memorials).
	* Design inclusive celebrations that recognise diverse faiths and secular perspectives.
4. **Stakeholder Collaboration**:
	* Partner with student organisations, curriculum, and administrative staff to support the well-being of the campus community.
	* Serve on relevant committees to represent spiritual and ethical perspectives in institutional decision-making.
	* Liaise with external religious and secular organizations to connect the college with broader community resources.
5. **Promote Well-Being**:
	* Collaborate with mental health counsellors, and wellness teams to address holistic student needs.
	* Work in collaboration with the appropriate stakeholders to support individuals in times of crisis, trauma or bereavement situations
	* Provide a visible and accessible presence on campus to ensure individuals feel supported.
6. **Stakeholders**
* Students from diverse backgrounds, including those of different faiths, philosophies, and non-religious beliefs.
* Faculty and staff seeking guidance, support, or collaboration.
* Student services teams, such as counselling, wellness, and safeguarding
* Faith-based and secular student organisations.
* Local religious and secular community organisations.
* Senior Leadership Team
* The People Team
* EDI Steering Group and EDI Champions Network

**Work Environment**

The Chaplain will work on campus, with flexible hours to accommodate evening and weekend events. This role requires a visible presence within the campus community, including participating in events and offering a safe, accessible space for pastoral care.

**General**

The particular duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. All College employees are required to undertake the following general duties:

* Carrying out such other duties as may be reasonably requested by the line manager, or any more senior manager
* Compliance with health and safety policies and procedures and risk assessments
* Sharing in the College’s commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults
* Awareness of the College’s Equity, Diversity and Inclusion policies and targets, and actively promoting equality of opportunity
* Ensuring adherence with Risk Management Policy.
* To assist at College enrolment/promotional events/induction/open evenings as

 required (which will entail occasional attendance for which time off in lieu will be

 agreed).

* **Standout:** we will stand out. We are a good education group with outstanding features. Keen to innovate, we create social value and push the boundaries to achieve more.
* **Teamwork:** we are a team. Together we get the job done. Together we achieve our goals. It’s everyone’s job to step in and help.
* **Accountable:** we own our actions. We take responsibility. We are accountable for the decisions we make and how these affect others. We own this.
* **Respectful:** we respect everyone- full stop. Diversity is valued and we maximise this as a talent and strength.
* **Striving:** every day we strive to be better. To achieve more. To continuously improve, in all that we do. Individually, and as a group.

Details of our STARS framework can be found below.



**PERSON SPECIFICATION: College Chaplain**

**Qualifications:**

|  |  |  |
| --- | --- | --- |
|  | **Essential**  | **Desirable** |
| Bachelor’s degree in Theology, Religious Studies, Chaplaincy, or a related field |  | ü |
| Training in pastoral care, counselling, or a related | ü |  |
| Certification or ordination in a recognised faith tradition |  | ü |

**Knowledge and experience:**

|  |  |  |
| --- | --- | --- |
|  | **Essential**  | **Desirable**  |
| Deep understanding of diverse religious traditions, secular philosophies, and spiritual practices | ü |  |
| Familiarity with issues affecting college-aged individuals, including mental health and social justice |  | ü |
| Crisis management experience or familiarity with trauma-informed care | ü |  |
| Experience leading interfaith or multicultural initiatives | ü |  |
| Experience of implementing wellbeing initiatives for students and/or staff |  | ü |

**Skills and abilities:**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Strong interpersonal and active listening skills, with the ability to empathise across diverse perspectives | ü |  |
| Excellent communication skills (verbal and written), for interacting with individuals and groups from varied backgrounds | ü |  |
| Ability to work independently and collaboratively in a complex institutional environment | ü |  |
| Conflict resolution and mediation skills | ü |  |
| Organisational skills to plan and execute events, programs, and initiatives | ü |  |
| Ability to work independently and collaboratively in a complex institutional environment. | ü |  |

**Other Qualities**

|  |  |  |
| --- | --- | --- |
|  | **Essential or Desirable** | **Desirable** |
| Professional and approachable | ü |  |
| Tactful and diplomatic | ü |  |
| Ability to work on own initiative and under pressure | ü |  |
| Team player | ü |  |
| Flexibility in approaching work situations | ü |  |
| Able to work confidentially  | ü |  |
| Good understanding of Safeguarding, Health & Safety and its implications for the role | ü |  |
| Demonstrated commitment to, Equity, Diversity and Inclusion. | ü |  |
| Ability to work some evenings as require by the business needs | ü |  |