

BISHOP GROSSETESTE UNIVERSITY, LINCOLN

JOB DESCRIPTION

Title: Student Chaplaincy Worker with a focus on Activities and Building Community

Grade: National Minimum Wage

Responsible to: Dean of Chapel & Chaplain

Directly supervised by: Dean of Chapel & Chaplain

Job Summary

To work alongside the full time Dean of Chapel, Chaplaincy Administrator, and other student members of the team, in order to make a contribution to the full range of activities and services which chaplaincy offer.

To have a particular personal focus on those activities and services which relate to Chaplaincy's role of helping to strengthen a sense of community amongst the student body, and in helping to shape the character and distinctive values of our community life and witness.

Detailed Responsibilities

1. Work with the Dean of Chapel, and other team members, in actively shaping and planning a 'student focused /student friendly' programme of chaplaincy activities, which reflect and balance the various qualities, values and ethos of our community ~ *e.g. drop-in sessions, trips, opportunities for dialogue and reflection, social get-togethers, etc.*
2. Play an active and supportive role, as required, in chaplaincy's and BGU events which emphasise our Chaplaincy and BGU commitment to being a place where we raise awareness of, and respond to, the needs of others and the wider world ~ *e.g. charitable events, activities which raise awareness and actively support the distinctive values of justice, compassion, service etc.*
3. Engage in building creative working relationships between the Chaplaincy and other significant student groups with which we share the values above~ *e.g. SU RAG Team, other values / issues based student groups on campus or raising awareness of groups / activities off campus.*
4. Show some level of commitment to Chaplaincy's regular rhythm of prayer and worship, with and on behalf of other members of our University community including attendance at acts of worship when other students are most likely to attend, e.g. the Daily Office at least twice every week, the weekday Eucharists at least three times a term, Sunday worship, seasonal services, and / or the shaping of 'alternative' expressions of worship.
5. Be a visible presence amongst students, offering friendship, support and welcome to all as a Chaplaincy representative and inviting / encouraging students to access Chaplaincy services and to engage with, and participate in, our activities and events.
6. Show an ability to respond sensitively and supportively to students who may present needs, with an understanding that pastoral concerns should be shared with / referred to the Chaplain.
7. Be involved in the required preparation, creating and sharing of publicity relating to the events which fall within the focus of this role.

8. Take some responsibility for undertaking basic organisational tasks required before Chaplaincy events (e.g. helping to prepare worship or social space as required, organising the setting up of resources, such as worship materials or food and drink, needed for a specific occasion.)
9. Attend Team meetings for the allocation, agreement and review of tasks, and for reflection upon the experience of sharing in the ministry and vision of Chaplaincy.
- 10 To attend appropriate training and development opportunities and participate in appropriate appraisal sessions.
- 11 To act as an ambassador for the Chaplaincy.
- 12 To comply with the University's Health and Safety Policy, legislation and practice.
- 13 To maintain professional standards in relationships, including non-discriminatory practices.
- 14 To operate within the guidelines, procedures and regulations of Bishop Grosseteste University, Lincoln.
- 15 To operate within the University Financial Regulations, Diversity and Equality Policy, and other relevant policies.

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PERSON PROFILE

STUDENT CHAPLAINCY WORKER WITH A FOCUS ON ACTIVITIES AND BUILDING COMMUNITY

	Core	Supplementary
Education/ Qualifications and Special Training	The post is open to any present undergrad or postgrad member of our BGU student community	GCSE or above in non-confessional Religious Studies or Theology or Ethics.
Knowledge and Skills	<p>An understanding of the inclusive and hospitable nature of the University's Church Foundation and a respect for its Anglican roots and faith foundation.</p> <p>A desire to promote activities and projects that strengthen the sense of community and/or raise awareness of ethical concerns.</p> <p>The ability to refer pastoral problems appropriately to the Dean of Chapel.</p> <p>An ability to work with any religious tradition that is compatible with the ethos of the University.</p> <p>An ability to welcome and involve others.</p> <p>Cares about defending the reputation of the Chaplaincy.</p>	<p>Actively interested in the religious, political, and ethical positions prevalent in the student community.</p>
Experience	Previous experiences of working positively within a team.	Some previous visible / responsible role within the student body.
Personal Attributes	<p>A genuine ability and desire to engage with others in a spirit of friendship and support and to take the initiative in building relationships with individuals and groups.</p> <p>Ability to be flexible regarding evening / weekend work on occasions.</p> <p>Commitment to the Mission of the University.</p> <p>Comfortable about attending acts of worship in a variety of traditions.</p>	<p>An ease and level of maturity in relating to others, balanced with a sense of fun.</p> <p>Willing to take initiatives that are compatible with the Chaplaincy policy.</p>