

## Team Chaplain

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**Department:** Health and Community Services

**Division:**

**Reports to:** Spiritual Care and Chaplaincy Manager

**JE Reference:** HCS1048

**Grade:** CS10

**JE Date:** 1/11/2021

### Job purpose

The Team Chaplain will be responsible for the continuing development of a high standard of religious, pastoral and spiritual care for patients, their relatives, staff and visitors in across Health & Community Services (HCS) regardless of faith or cultural traditions.

The Team Chaplain will work with colleagues and the Spiritual Care and Chaplaincy Manager in the provision of Chaplaincy services across HCS.

### Job specific outcomes

- Conduct services of public worship in the hospital chapel and other places of worship.
- Assist staff to ensure patients receive the appropriate religious and spiritual support near to, and at the time of death, which may include rites and rituals appropriate to the patient's faith/belief group.
- Conduct hospital contract funerals and services for babies and non-viable foetuses in accordance with Health and Community Services procedures.
- Be available to Faith, Belief and community leaders in order to support them in their care for community members when in hospital, always remembering HCS and professional guidelines for patient confidentiality
- Responsible to the Spiritual Care and Chaplaincy Manager for the day-to-day provision and development of pastoral, religious and spiritual care for patients, staff, visitors and to confidentially record their activities as part of the chaplaincy data system.
- Work within the protocols and procedures for major incidents.
- Provide staff support including times following complex and demanding clinical situations.
- Identify and address complex spiritual and religious needs in pastoral encounters.
- Supervise and direct the work of Chaplaincy Support in the Chaplaincy service.
- Work collaboratively with other members of the chaplaincy team, attending regular team meetings and playing a full part in the development of the chaplaincy service across HCS.

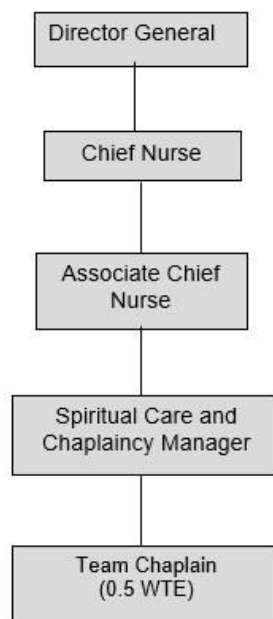
- Participate fully in the 24-hour chaplaincy on-call service. It is expected that the chaplaincy work will be of irregular hours, so that flexibility of working hours and practice is required.
- Advise the Spiritual Care and Chaplaincy Manager on resources required to ensure that the spiritual, pastoral, and religious needs of patients, staff and carers are met.
- Work collaboratively with the Chaplaincy Team and key allied professionals to develop learning and working practise together and contribute to service development and research.
- Work within the protocols and practices of the Chaplaincy department. Contributing to induction, education, and training programmes within HCS.
- Participate in regular reflective practice.
- Undertake administrative responsibilities on behalf of the chaplaincy team, such as maintaining staff rotas, pastoral resources and managing the stock of chaplaincy team resources.

### Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

### Organisation chart



## Person Specification

### Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p><b>Qualifications</b> <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<ul style="list-style-type: none"> <li>Works within the UKBHC Code of Conduct</li> </ul>	
<p><b>Knowledge</b> <i>This relates to the level and breadth of practical knowledge <b>required</b> to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<ul style="list-style-type: none"> <li>Proven experience in a full-time Healthcare Chaplaincy role.</li> <li>Knowledge of and sensitivity to a range of religions, spiritualities and faiths.</li> <li>Ability to build up key relationship with nursing and medical staff, health minister, directors, departmental managers, local clergy, ministers and faith (or no faith) representatives</li> <li>Must be a full member of the College of Healthcare Chaplains (CHCC) – the professional body</li> </ul>	<ul style="list-style-type: none"> <li>A good working knowledge of HCS guidelines, procedures and ethos – Jersey Care Model</li> </ul>
<p><b>Technical / Work-based Skills</b> <i>This relates to the skills specific to the job, e.g. language fluency, vehicle licence etc.</i></p>	<ul style="list-style-type: none"> <li>Possess excellent interpersonal and communication skills, sensitivity and openness with the ability to reflect upon experiences of self and others in relation to spiritual and religious issues in healthcare.</li> <li>Car driver essential and the possession of a clean driving licence.</li> <li>A sound working knowledge of Microsoft Excel and other Office (or equivalent) products.</li> <li>Work closely with local Funeral Directors in pursuit of a sensitive and seamless burial service and support for bereaved families where required.</li> </ul>	
<p><b>General Skills/Attributes</b> <i>This relates to more general characteristics required to do the</i></p>	<ul style="list-style-type: none"> <li>Ability to offer spiritual care over a wide range of healthcare specialities, e.g., General, Acute, Maternity, Emergency and</li> </ul>	<ul style="list-style-type: none"> <li>Having experience of working in a</li> </ul>

<p><i>job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Mental Health patients and clients of all faiths or none.</p> <ul style="list-style-type: none"> <li>• There is a requirement to deal effectively and with compassion in some of the most difficult of human experiences. Must maintain a sense of proportion, balance and humour.</li> <li>• Proven ability to work unsociable hours (e.g., on call and emergencies).</li> </ul>	<p>Multi-faith setting</p>
<p><b>Experience</b> <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<ul style="list-style-type: none"> <li>• <i>A member of the College of Healthcare Chaplains and having a training portfolio to prove Continuing Professional Development.</i></li> </ul>	
<p><b>Criteria relating to Safeguarding</b> Other requirements needed to confirm suitability to work with vulnerable people e.g. attitudes, skills, experience etc.</p>	<ul style="list-style-type: none"> <li>• <i>Due to the sensitive nature of the role, especially in dealing with vulnerable adults and children, the post-holder must have DBS Clearance and up-to-date Safeguarding Training (both HCS and the Church)</i></li> </ul>	

### Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.