

## Chaplain

### Student Health and Wellbeing Service

### Student and Academic Services

#### The role

The Chaplain will work as part of the Student Health and Wellbeing Services and in close collaboration with other key Newcastle University and Students' Union staff, with the aim of ensuring an exceptional student experience to those of all faiths and none. The Chaplain will form part of the University's Chaplaincy team led by the Faith and Spirituality Support Coordinator to provide broad-based pastoral support for members of the University community.

#### Key Accountabilities

As directed by the Faith and Spirituality Support Coordinator and allowing for individual faith or belief traditions, the Chaplain's role will include:

- Providing individual and group-based pastoral support and guidance to students and colleagues on personal issues, vocational questions, bereavement/grief, relationship challenges and faith struggles, and where appropriate to collaborate with colleagues across the university community (including the Student Health and Wellbeing Service, and Newcastle University Students' Union).
- Organising, supporting and contributing to relevant events proposed by or for the University community with the approval of the Faith and Spirituality Support Coordinator.
- Promoting an understanding of faith within the University community and provide expert advice to the University's senior management on issues relating to faith.
- Horizon scanning for and helping to resolve faith-related issues which may affect the University community.
- Fostering and maintaining professional relationships with the wider community and local faith/belief leaders.
- Attendance and participation in relevant meetings (including The Chaplaincy Team Meetings) and to meet termly with the Faith and Spirituality Support Coordinator to review and develop work undertaken as Chaplain.
- Supporting the oversight and management of faith facilities to ensure inclusive, accessible and responsible use of these facilities.
- Promoting equality, diversity and inclusion for students and colleagues and sustain an inclusive and supportive study and work environment, in accordance with University policy.
- Conducting all activities in line with University policies and procedures, including to be familiar with and act in accord with the policies, procedures and laws relating to

confidentiality, safeguarding, data protection, freedom of information, IT services, and Health and Safety.

- Ensuring accurate record keeping in line with SHWS practice and policy.
- Performing any other duties appropriate to the role as may be requested by the Faith and Spirituality Support Coordinator.

This is a voluntary role requiring a consistent time commitment. Chaplains are Guest Staff members of the University and are provided with appropriate support, resources and training.

## The Person

### Knowledge, Skills and Experience

- High level of pastoral support and listening skills and experience
- Demonstrable understanding of issues that are relevant to student life, e.g. mental health, drugs, alcohol, sexual violence, academic pressure, stress
- Excellent interpersonal skills and the ability to support colleagues and students using discretion and sound judgement
- Demonstrable experience in dealing with confidential and sensitive information
- Good applicable knowledge of Equality, Diversity and Inclusivity requirements within the HE sector
- Excellent communications skills, both verbal and written
- Literate in the use of IT in a contemporary educational setting
- Ability to work as part of a team but also individually using own initiative
- An ability to support relevant events and duties outside normal working hours
- Ability to remain professional when faced with complex and sensitive issues and enquiries
- Experience of working in an interfaith team (desirable)
- Experience of working in an HE Chaplaincy environment (desirable)

### Qualifications

- Accreditation by a faith or belief organisation
- Educated to Degree Level or equivalent (desirable)
- This role will be subject to a satisfactory disclosure from the Disclosure and Barring Service