**Description of Role and Tasks**

**Self-employed, Part-time Lead Chaplain for Merseyside Police.**

The following is a brief outline of task that will be required to fulfil this role.

**Role Purpose**

* To offer personal, practical and spiritual (if required) support to all police personnel and their families regardless of their faith/belief system or lack of one. The Chaplain will not seek to proselytise or evangelise.
* The lead chaplain will also be responsible for developing and maintaining a network of voluntary chaplains across the force which will allow wherever possible the local structure to respond to local multi faith needs.

**Main Tasks for the Lead Chaplain**

Promoting the provision of a Chaplaincy Service across the Force areas, working alongside and liaising with BCU’s and Departments, Staff Support Networks, Unions and Police Federation offering chaplaincy services as an additional resource.

* To develop a network of volunteers to perform the chaplaincy role.
* Arranging quarterly Chaplaincy team meetings
* Provide support and guidance on a one to one basis to Chaplaincy team.
* To support staff, management and employees in their work, and the issues with which they are concerned, regardless of their faith or belief.
* To maintain confidentiality with regard to any information that may come to their notice during the course of their work unless there is any threat to life or a significant safeguarding issue (children and vulnerable adults). The Chaplain will comply with statutory disclosures.
* The Chaplain must respect the faith/ belief or lack of, for all employees and the diverse backgrounds from which they come and must be able to respond to individual needs accordingly.

To adhere to all relevant policies and associated procedures of Merseyside Police at all time, in particular the College of Policing Code of Ethics and Official Secret Act.

* Attend and report to the MitE Council (Liverpool) Annually
* In conjunction with the Chaplaincy Team be required to submit to Equality and Diversity Officers for onward submission to the Chief Constable and Chief Officer Group an Annual Report at the end of every March, which includes a breakdown of expenditure, achievements and how value for money has been achieved.
* Achieve Level 2 vetting clearance this is to ensure the integrity and reputation of the Force is maintained
* Undertake appropriate training required to perform the role which is made available by Merseyside Police and/or MitE.
* Become a member of the National Association of Chaplains to the Police (NACP), and undertaken any training required to perform their role.

**Person Specification**

* The roles requires a person who has experience in the role of Chaplain, enhanced by vision and integrity, to provide a chaplaincy service to people of all faiths and none, working within Merseyside Police Force and their extended family, i.e. cadets, Specials etc.
* Confidentiality, integrity and honesty are paramount to the service offered by the Chaplain. A person who inspires confidence and trust is therefore a requirement of the position.
* Standing alongside people in their need is the essence of Chaplaincy, therefore the ability to make relationships quickly and easily is required
* Ability to act on own initiative, to plan and organise the Chaplaincy Service and to prioritise activities in accordance with agreed strategies.
* Flexibility in reporting procedures to Mission in the Economy (MitE) Liverpool
* Theological and professional qualifications and experience would be desirable
* Your faith or religious beliefs must be affiliated with one of the following organisations:
	+ 1. A member church of Churches Together in the Merseyside Region (Churches Together in Britain and Ireland)
		2. A member church of Together for the Harvest (Evangelical Alliance) Muslim Council of Britain
		3. The Board of Deputies of British Jews
		4. The Sikh Federation (UK)
		5. The Hindu Council (UK)
		6. Network of Buddhist Organisations (UK)

The ability to draw in Chaplains from other faith communities will be an essential requirement and therefore the person will need to be open to ways of achieving this.

The Lead Chaplain to be self-employed and will receive payment through MitE. The Lead Chaplain will be paid at the current Church of England National stipend rate of £16.30 per hour for 8 hours per week.