

LEAD WATERWAYS CHAPLAIN (SOUTH)

Application Pack



To be a catalyst in the waterways communities to bring about short and long term personal transformation – emotionally, mentally and spiritually.

FROM THE CEO

I am delighted you are interested in joining the Waterways Chaplaincy team.

This is a really exciting time for the Trust with extra funding in place to expand Waterways Chaplaincy into new areas. Following the moving of the Deputy National Senior Waterways Chaplain to full time ordained parish ministry we are creating two new posts of Lead Waterways Chaplain – one in the South and one in the North. You would be joining an impressive team of volunteers led by Mark Chester, the National Senior Waterways Chaplain, who are already making a difference in the lives of those we meet.



The aspiration is to grow the number of volunteers from the current 80 to 200 by the end of 2020. The number of people using the waterways as their home or second home is growing, as are the needs. We regularly come across people facing issues of poverty, debt, mental health, isolation and eviction. This new role gives us the opportunity to offer help in these areas of need across a wider geographical area.

We are therefore looking for an inspirational, experienced leader with initiative, creativity, passion and compassion to see this vision come to fruition. If this is you and you meet the criteria in the person specification, then we would love to hear from you.

A handwritten signature in black ink that reads "Des Scott". The signature is stylized and includes a large, sweeping flourish that loops around the name.

Des Scott
CEO

WORKPLACE MATTERS

Workplace Matters (WM) is an ecumenical Christian charity currently based at the Diocese of St Albans Offices, established in 2009 with a vision to bring meaning and purpose to work. The charity is very experienced in the area of chaplaincy and currently support four different types of chaplaincies:

1. London-Luton Airport
2. Luton Casino
3. Retail
4. Waterways

Early in 2017 Workplace Matters formed a partnership with Church Army, an organisation with 135 years' experience working with the homeless, marginalised and those in need. They bring expertise in support services such as HR, administration, compliance and leadership.

Find out more about Workplace Matters here:

<https://www.workplacematters.org.uk/>

WATERWAYS CHAPLAINCY

Our Purpose

To enable people to encounter God's love through inspiring and resourcing Chaplaincy and championing that work in the wider world.

Our Vision

To be a catalyst in the waterways communities to bring about short and long term personal transformation – emotionally, mentally and spiritually. Our Waterways Chaplains aim to support those who use the waterways and canals across the UK, but especially those who 'live aboard'.

Our Values

To act justly, love mercy and walk humbly with our God.

BACKGROUND

Waterways Chaplaincy (WWC) is a fast-growing initiative making a 'step change' to a new regionally based structure in the North and South of England. In the last three years the number of volunteer chaplains has increased from 30 to over 80 and the intention is to have recruited a total of 200 by the end of 2020.



The appointment of a Lead Waterways Chaplain (South) is crucial to this development in supporting the National Senior Waterways Chaplain in his national responsibilities and leading chaplaincy development. In parallel to the appointment of a Lead Waterways Chaplain (South) it is intended to appoint a Lead Waterways Chaplain (North) with similar responsibilities.

Waterways Chaplaincy (WWC) is slightly different from the other WM Chaplaincies. The WWC's distinctive primary focus is to proactively reach out to people in our many and diverse waterways communities – not just those in the workplace. The 2,000 miles of waterways and canals in England and Wales are busy! There are approximately 36,000 boats with the number of permanent liveaboards increasing by about 10%pa and about 4.2 million visitors to the waterways every fortnight. Chaplains also support the increasing number of boaters who are 'signposted to them' by the Canals and Rivers Trust (CRT) Welfare Officer, other boaters who are concerned for someone they have come across in need and other Waterways Chaplains. Rather like Street Pastors, Waterways Chaplains are there to serve those they come across. But unlike Street Pastors, our chaplains often help to sort out more involved issues with the boater e.g. benefits problems. We see our relation with the local church as being of crucial importance.



The project is led by a part-time paid National Senior Waterways Chaplain, Revd Mark Chester (left), who was recruited in March 2015. His activity has been a key part in growing the chaplaincy base and developing structure.



The social and economic context.

Newspaper headlines in the UK are often full of stories of the homeless on our streets, but rarely do you hear about the vulnerable and marginalised who are more hidden across our 2000 miles of inland waterways and canals. As they silently travel through our communities, one could be forgiven for not even realising they had been there. Some of these boaters would not choose this way of living, but have had it thrust on them for economic and personal reasons e.g. redundancy, family breakdown, financial problems and mental health issues. These waterways users are in many ways the 'hidden homeless'.

Living on the waterways might sound like an attractive way of life, but it can be isolating and when you need help, who can you turn to? It is complicated even more, by the requirement of those boaters, who have a 'continuous cruiser licence', to move on from their moorings every two weeks, which means they do not have their own postcode. Consequently simple daily activities like visiting the doctor, using foodbanks, obtaining benefits from the Department of Work and Pensions and even visiting family become a challenge. Without the normal framework of a local community and support services around them, they become invisible and seeking help becomes more fragmented. Their needs are then in danger of becoming more complex, costing more to local services. In short the vulnerable are 'falling through the net' with no one to listen to, support them and in some cases become suicidal.

All WWC are Christians, motivated by their faith, who are committed to serving such people whether they are of Christian faith, other faiths or no faith.

Local Senior WWCs, who are volunteers, have recently been developed to coordinate local ministries by providing mutual support and sharing of good practice through regular meetings. Local monthly meetings are currently held in the St Albans area, Surrey, Newbury, Birmingham, Stafford and Ellesmere Port. New hubs are in the process of being established in Central London and the North East/Yorkshire. About 60% of the volunteer WWC regularly attend those meetings with many of the remainder being geographically dispersed.

A volunteer WWC's role is to walk the tow paths, in pairs where possible, within a certain geographical patch, although some with their own narrowboats exercise a 'roving' ministry as they move areas. They are trained volunteers, who are assigned a mentor for the first few months and are from different backgrounds e.g. retired mental health professionals, engineers and research chemists! The chaplains are very connected into their local communities and aim to both respond to referrals and proactively 'come alongside' boaters in need, especially those with personal challenges.

The chaplains offer help in:

- Listening: listening ear to the isolated.
- Signposting: sign post those in difficulty to local support services e.g. Foodbanks.
- Advocacy: act as advocates when a boater needs someone to unravel issues e.g. benefits problems.
- Emergencies: taking boaters to access emergency medical support e.g. Doctor or hospital. Access to a WWC 'Hardship Fund'.
- Practical ways e.g. washing and drying laundry for boaters after capsizing.

JOB DESCRIPTION

Job Title:	Lead Waterway Chaplain (South)
Location:	Home-based (South of England)
Responsible To:	National Senior Waterways Chaplain
Responsible For:	Volunteer Chaplains Southern England and Southern Wales¹
Purpose:	To support the Nat Sen WWC by provide effective operational leadership for WWC in Southern England and Southern Wales
Objectives:	1. To be a member of the WWC leadership team 2. To expand and develop an effective WWC service in Southern England and Southern Wales. 3. To recruit, train and oversee the volunteer chaplains

Key Tasks:

- 1. To be a member of the WWC leadership team**
 - To work with the National Senior Waterways Chaplain to achieve strategic development for the waterways chaplaincy with particular responsibility for operational implementation
 - To work in conjunction with the National Senior Waterways Chaplain to develop training that ensure continuous development of volunteer teams.
 - Deputise for the National Senior Waterways Chaplain when so requested.
- 2. To expand and develop an effective waterways chaplaincy service in Southern England and Southern Wales**
 - Create new opportunities for WWC development
 - Liaise at regional level with local agencies such as Canals and Rivers Trust, Department for Work and Pensions, various boaters groups or any Local Authority contacts to establish effective relationships within

¹ The precise boundary will be determined by the home base locations of Lead WWC (South) and Lead WWC (North), but is expected to be an East-West line immediately above or immediately below Birmingham.

each to facilitate positive outcomes when there are issues that require resolution.

- Enable or lead regular regional support meetings (currently monthly) for volunteer WWC teams.
- To build up networks with local churches.
- To liaise and connect with other regional organisations doing similar work.
- Ensure that any memorandum of understanding with such agencies are upheld and adhered to and communicated down to volunteer chaplains. Ensure that reports, and all other information, from volunteer chaplain groups are forwarded to the Workplace Matters central office for funding and management purposes. Most of the feedback will be through the WWC website.

3. To recruit, train and oversee the volunteer chaplains

- Recruit, train and support a growing team of chaplaincy volunteers in conjunction with the national plan and strategy.
- Recruit, train and support local WWC Team Leaders in consultation with Sen WWC.
- Support, oversee & direct volunteer chaplains with their day to day issues. This may include the ability to respond quickly to urgent requests for support from WWC.
- To liaise with the administration team to make sure all the relevant checks are done for volunteers.
- To undertake regular reviews with the volunteers.
- To ensure good practice across all areas, including Safeguarding and Health & Safety.

General:

- To be the regional public face of WWC. To be an advocate for Workplace Matters and the Waterways Chaplaincy.
- To adhere to the policies and procedures of Workplace Matters at all times and ensure that the volunteers are aware and acting in accordance of them.
- To attend regular supervision and annual reviews with the National Senior Waterways Chaplain and attend any training as deemed necessary for the performance of the role.
- Any other tasks appropriate to the role that may be assigned by the National Senior Waterways Chaplain or CEO.
- To act in the best interest of Waterways at all times.

Pattern of Work

As an indication of what might be expected in this unique role, a typical working month might include the following activities recognising that the work is episodic with peaks and troughs depending largely on the seasons

- Run a training day for Probationary WWC ('Induction to WWC' or 'Chaplaincy Essentials')
- Attend a Regional WWC 'Hub' meeting run by a Sen WWC.
- A support meeting with a Sen WWC
- Commission or Relicense a WWC in a local church (This might include preaching)
- Input to National WWC agenda for regional Hub meetings
- Write an article/be interviewed for local Christian or secular press
- Give a presentation on WWC to interested groups
- Engage with and maintain a list of potential WWC
- Meet or Skype with Nat Sen WWC
- Meet a local CRT representatives Foster good relations
- Respond to one or two urgent requests for support from volunteer WWC.
- Walk the towpath with a WWC to gain situational awareness

A typical working year might include:

- Attending a three-day Sen WWC conference in Sheffield
- Leading a 'local mission' or display stand at a Christian event for purpose of WWC recruiting
- Inputting a National WWC 'celebration'
- Being responsible for the administration of a regional WWC training day
- Interviewing all WWC as they seek to renew their licenses every three years.
- Overseeing a specific area of national responsibility as delegated by Nat Sen WWC e.g. media engagement, web development, publicity, welfare services engagement.

PERSON SPECIFICATION

The following sets out what we are looking for in the post holder. As you apply for the post and submit your application, please make sure you evidence with good clear examples how you meet the criteria below. These should be evidenced through your application, and then if applicable through your interview and references.

Essential Criteria	
Experienced in spiritual leadership in church or voluntary sector (ideally 5 years or more). This experience can be in a lay or ordained capacity	Application, reference and interview
Spiritually, emotionally and mentally robust.	Application, reference and interview
Evidence of an ability to be accountable and seek advice when appropriate.	Reference
Resilient. Able to work in isolation, responding appropriately to pressure and criticism.	Application and reference
Able to take initiatives, be creative and 'seize the moment'.	Interview
The ability to operate without clearly defined objectives and outcomes, to accommodate competing priorities.	Application and interview
Good organisational and delegation skills, able to deliver on time and within budget	Application and interview
Administratively competent at operational level.	Application and interview
Excellent communication skills – specifically listening, questioning, giving feedback, building a rapport	Interview
Good time management skills.	Interview
Understanding confidentiality and how it applies in this context	Application and interview
An ability to work within a team	Application form
Proven ability to work ecumenically	Reference and Application
Knowledge of Christian values and theology as applied to the waterways ministry	Interview

Knowledge of the purpose, vision and values of Waterways Chaplaincy	Interview
An ability to work with people across a wide diversity of backgrounds , cultures and circumstances	Application and Interview
Ability to share their faith appropriately in different contexts	Interview
Reasonably fit and active	Interview
Able and willing to travel to locations, as appropriate	Interview & application
Competent IT User	Interview

Prior experience in chaplaincy; on the waterways; with the homeless; or social welfare provision eg CAB, CAP, is desirable .

OUTLINE TERMS AND CONDITIONS

Salary	£35,097 (pro rata)
Location	Home-Based (South of England)
Hours	20 hours per week worked flexibly over the week
Annual Leave	25 days plus bank holidays (pro rata)
Pension	<p>You will be assessed under pension auto enrolment and if eligible enrolled into a qualifying scheme where pension contributions will be deducted from you and made for you by the employer at the legal minimum levels. If you choose to contribute 6% into the scheme, Workplace Matters will match this.</p> <p>Pension legislation and scheme rules apply.</p>
DBS	Enhanced
Notice Period	Three Months, after successful completion of probation
Probation Period	Nine Months
Occupational Requirement	It is an occupational requirement that the job holder is a Christian under Part 1 of Schedule 9 to the Equality Act 2010. This means that the post holder is agreement with our vision and values, and is actively engage in the life and ministry of a church.
Expenses	Reasonable expenses will be reimbursed monthly in accordance with WM policy.

APPLICATION PROCESS

To apply, please submit an application form which is available to download from the Waterways Chaplaincy website www.waterwayschaplaincy.org.uk

Deadline: Sunday 30th June 2019

Interview date: 17 July nr Birmingham

Applications should be sent to hr@workplacematters.org.uk

Offers of employment are made subject to:

- Evidence of your eligibility to work in the UK
- An enhanced DBS check
- Successful completion of a nine month probationary period
- Two satisfactory references (one from your Church Leader plus one other)

References will only be taken up once we have asked you expressly for your permission to be given.

For details of how we handle your data as part of the recruitment process, please see our Recruitment Privacy Notice