Band 3 Pastoral Care Support Worker Person Specification

Shortlist	Essential	Desirable	Evidence from:
Criteria relevant to the job	Requirements necessary for safe and effective performance in the job	Where available, elements that contribute to improved/ immediate performance in the job	<u>A</u> pplication, <u>I</u> nterview, <u>P</u> resentation, <u>S</u> election Exercise, <u>R</u> eferences
Qualifications and Training (General education/further and professional)	Able to demonstrate good standing with an established/recognized faith or belief community or representative body.	 Has successfully completed courses relevant to healthcare chaplains such as active listening or communication skills. Evidence of people/counselling skills 	A + I + R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise or knowledge specific to the role)	Awareness of pastoral issues associated with	 Awareness of tenets of faith/belief traditions beyond your own. Evidence of continued learning in relevant subjects – e.g. philosophy, theology, . Evidence of working with people from different faith and belief traditions Evidence of working in a health or social care context. Awareness of principles of safeguarding, audit, service development and research in relation one's own practice. 	A+I+S
Communication and Interpersonal Skills (Additional expertise acquired through practice or training	 Evidence of working collaboratively, contributing to team and sustaining positive working relationships with colleagues. 		A+I+P+S

which is a requirement of the post)	 Willingness to engage with people across range of contexts Listening to people with empathy and compassion respecting the physical, emotional, and spiritual boundaries of others. Good standard of spoken and written English Commitment to professional excellence including reporting, recognizing boundaries and effective time management. 		
Particular Chaplaincy Attributes (Special aptitudes relating to the demands of the post)	 Stability and resilience to deal with pastorally challenging conversations. Demonstrable commitment to work within UKBHC Code of Conduct. 	 Ue of self in pastoral practice including emotional availability, cultural humility, appropriate self-disclosure, positive use of power and authority, and clear and responsible boundaries. 	A + I + P + S
Other factors	 Demonstrable commitment to the organizations values. Ability to travel independently in accordance with Trust policies and service need. Satisfactory pre-employment checks for this role including qualification, work health assessments and criminal record checks. 		I+P+S+R

Band 4 Pastoral Care Assistant Person Specification

Shortlist	Essential	Desirable	Evidence from:
Criteria relevant to the job	Requirements necessary for safe and effective performance in the job	Where available, elements that contribute to improved/ immediate performance in the job	Application, Interview, Presentation, Selection Exercise, References
Qualifications and Training (General education/further and professional)	 A good general standard of education (5 GCSEs grade A-C or equivalent) or equivalent life experience. Able to demonstrate good standing with an established/recognized faith or belief community or representative body. 	 Has successfully completed courses relevant to healthcare chaplains such as active listening skills or communication skills Evidence of people/counselling skills 	A + I + R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise or knowledge specific to the role)	 Basic knowledge of tenets of own faith/belief tradition Basic knowledge of pastoral issues associated with healthcare contexts. Experience of providing pastoral care Use of ritual (which can come from a wide variety of sources), in an appropriate style within pastoral care 	 Awareness of tenets of faith/belief traditions beyond your own. Evidence of continued learning in relevant subjects – e.g. philosophy, theology, Evidence of working with people from different faith and belief traditions Evidence of work in a health or social care context. Awareness of safeguarding, audit, service development and research. Experience of delivering ritual or other spiritual process within healthcare context 	

Communication and Interpersonal Skills (Additional expertise acquired through practice or training which is a requirement of the post) Particular Chaplaincy Attributes (Special aptitudes relating to the demands of the post)	 Evidence of working collaboratively, contributing to team and sustaining positive working relationships with colleagues. Willingness to engage with people across range of contexts and support others from any faith or belief background to address their religious, spiritual or pastoral needs in a manner consistent with their own culture, background, values and beliefs. Listening to people showing empathy and compassion respecting the physical, emotional, and spiritual boundaries of others. Good standard of spoken and written English Professional probity including reporting, recognizing boundaries and effective time management. Stability and resilience to deal with pastorally challenging conversations. A willingness to listen and engage with difficult experiences. Demonstrable commitment to work within UKBHC Code of Conduct. Understand role of ritual within own faith/belief tradition Ability to work with a wide range of people in an empathetic and compassionate way delivering care with dignity and respect even when own values / beliefs are being challenged. 	Use of self in chaplaincy practice including emotional availability, cultural humility, appropriate self-disclosure, positive use of power and authority, and clear and responsible boundaries.	A+I+P+S A+I+P+S
Other factors	 Demonstrable commitment to the organization values. Ability to travel independently in accordance with Trust policies and service need. 		I+P+S+R

Satisfactory pre-employment checks for this role	
including qualification, work health assessments	
and criminal record checks.	

Band 5 Chaplain (newly qualified) Person Specification

Shortlist	Essential	Desirable	Evidence from:
Criteria relevant to the job	Requirements necessary for safe and effective performance in the job	Where available, elements that contribute to improved/immediate performance in the job	<u>Application, Interview,</u> <u>Presentation, Selection</u> Exercise, <u>R</u> eferences
Qualifications and Training (General education/further and professional)	 Bachelor's Degree (or equivalent) with demonstrable outcomes of learning relevant to healthcare chaplaincy that includes systematic study in any of the following fields: counselling, pastoral care, psychology, psychotherapy, religious studies or theology. Endorsement to practice as a healthcare chaplain by a recognized/established sponsoring faith community or belief group. Evidence of commitment to continued learning. 	 Qualification (or working towards) with demonstrable outcomes of learning relevant to healthcare chaplaincy. Willingness to work towards registration with UKBHC 	A + I + R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise or knowledge specific to the role)	 Knowledge of tenets of own faith/belief tradition. Experience of providing pastoral and/or spiritual care. Use of ritual within pastoral care. Reflect on the experience of self and others. Knowledge of spiritual issues encountered in sickness, dying, death and bereavement. 	 An identity rooted in one's own religious/spiritual/pastoral heritage that integrates professional values and behaviours skills and specialist knowledge (vocational canon) Awareness of and engagement with faith/belief traditions beyond your own. 	A + I + S

	Manage time appropriately prioritizing workload		
Communication and Interpersonal Skills (Additional expertise acquired through	 Work collaboratively, contribute to team and sustain positive working relationships with colleagues. 	 Understanding of and/or audit engagement with audit, service evaluation or research. 	A+I+P+S
practice or training which is a requirement of the post)	 Commitment to working collaboratively in a multifaith/belief context. 		
	 Establish and sustain relationships demonstrating empathy and compassion in pastoral settings. 		
	 Fluent and effective communicator in speech and writing, 		
	 Recognise and maintain boundaries within pastorally settings 		
	 Ability to manage time appropriately prioritising workload. 		
Particular Chaplaincy Attributes	A lived spirituality and ability to relate	 Create and lead ritual in a way that is 	A+I+P+S
(Special aptitudes relating to the demands of the post)	personal faith to pastoral situations and grow through times of challenge.	sensitive to the pastoral context and faith/belief needs of those present.	
	 Competent use of self in chaplaincy practice including emotional availability, cultural humility, appropriate self- disclosure, positive use of power and authority, and clear and responsible boundaries. 	 Ability to apply theoretical knowledge of ethical issues relating to health care. 	
	 Commitment to work within UKBHC Code of Conduct. 		
Other factors	Commitment to the organization values.		I+P+S+R
	 Ability to travel independently in accordance with organisation policies and service need. 		

Ability to attend an urgent on-call referral within 60 minutes.
Satisfactory pre-employment checks for this role including qualification, work health assessments and criminal record checks.

Feedback not just chaplains, those working within chaplaincy service.

Band 5 wider community base

Emotional intelligence

- 8 engagement with system
- 3 awareness
- 4 basic knowledge
- 5 knowledge
- 6 enhanced knowledge
- 7 advanced knowledge
- 8 meaningful engagement with

?? Knowledge

Band 6 Chaplain

Person Specification

Shortlist	Essential	Desirable	Evidence from:
Criteria relevant to the job	Requirements necessary for safe and effective performance in the job	Where available, elements that contribute to improved/ immediate performance in the job	<u>Application, Interview,</u> <u>Presentation, Selection</u> Exercise, <u>R</u> eferences
Qualifications and Training (General education/further and professional)	 Bachelor's Degree (or equivalent work or life experience) with demonstrable learning in a relevant field such as counselling, pastoral care, psychology, psychotherapy, religious studies or theology. Endorsement to practice as a healthcare chaplain by a recognized/established sponsoring faith community or belief group. Evidence of annual continued professional development relevant to healthcare chaplaincy to UKBHC standards. 	 Postgraduate qualification (or equivalent life or work experience or working towards) with demonstrable outcomes of learning relevant to healthcare chaplaincy. It is not compulsory for Chaplains to be registered with UKBHC but the Professional Standards Authority for Health and Social Care recommends choosing them from an Accredited Register Qualification (or working towards) in pastoral supervision (such as those recommended by APSE), coaching, management, or leadership. 	A + I + R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise or knowledge specific to the role)	 Approximately 1600¹ hours of professionally supervised clinical practice as a designated healthcare chaplain. Demonstrable knowledge of tenets of own faith/belief tradition. Knowledge of and engagement with faith/belief traditions beyond your own. 	 Evidence that the candidate proactively practices CPD. Knowledge of current research in spirituality in healthcare Experience of supervising volunteers or healthcare pastoral assistants/care workers. 	A + I + S

¹ 18 months full-time, allowing for annual and study leave is 63 working weeks @ 37.5 hours per week based on 70/30 clinical/non-clinical workload = 1654 hours.

	 Offer spiritual care beyond own faith/ belief boundaries with evidence of commitment to an inclusive approach to chaplaincy. Evidence of reflecting critically on the practice and experience of providing pastoral care. Evidence of finding or searching for meaning through exploration of spiritual issues encountered in sickness, mental health, dying, death and bereavement. Evidence of the ability to manage time prioritizing 	Training in research, audit and service evaluation.	
	 workload including a commitment to continuity of service provision. Engagement with safeguarding, information governance, audit, service evaluation or research. 		
Communication and Interpersonal Skills (Additional expertise acquired through practice or training which is a requirement of the post)	 Evidence of working collaboratively, contributing to team and sustaining positive working relationships with colleagues. Evidence of establishing and sustaining relationships in pastorally complex and challenging environments demonstrating empathy and compassionwhile taking personal responsibility and initiative. Evidence of fluent and effective communication in speech and writing, Practice professionally within recognized boundaries within pastorally diverse settings (as set out in the Code of Conduct) 	 Deliver training at a variety of levels. Adapt ritual (which can come from a wide variety of sources), in an appropriate style to context in clinical environments. 	A + I + P + S
Particular Chaplaincy Attributes (Special aptitudes relating to the demands of the post)	 Ability to create and lead ritual or other spiritual process in a way that is sensitive to the pastoral context and faith/belief needs of those present. A professional Chaplaincy identity rooted in one's own religious/spiritual/pastoral heritage that integrates professional values and behaviours skills and specialist knowledge (vocational canon). 	 Cultural competence and religious literacy in diverse religious, spiritual and pastoral traditions. Ability to lead reflective practice. Act as an informed theological/philosophical and ethical 	A + I + P + S

	 Enhanced use of self in chaplaincy practice including emotional availability, cultural humility, appropriate self-disclosure, positive use of power and authority, and clear and responsible boundaries. A high degree of personal stability and resilience to cope with significance stress on a sustained basis. Ability to apply theoretical knowledge of ethical issues relating to health care Commitment to work within UKBHC Code of Conduct. 	resource in complex pastoral and clinical situations. • Demonstrable evidence of self-care to enhance resilience or manage stress. E.g. Meditation, prayer, exercise, journalling, hydration, reflective supervision	
Other factors	Demonstrable commitment to the organisation's values.		I+P+S+R
	 Ability to travel independently in accordance with organisation policies and service need. 		
	 Ability to attend an urgent on-call referral within 60 minutes. 		
	 Satisfactory pre-employment checks for this role including qualification, work health assessments and criminal record checks. 		

Band 7 Chaplain (specialist role – leadership/management/area specialism) Person Specification

Shortlist	Essential	Desirable	Evidence from:
Criteria relevant to the job	Requirements necessary for safe and effective performance in the job	Where available, elements that contribute to improved/ immediate performance in the job	<u>Application form,</u> <u>Interview, Presentation,</u> <u>Selection Exercise,</u> <u>R</u> eferences
Qualifications and Training (General education/further and professional)	 Postgraduate qualification with demonstrable learning such as: counselling, pastoral care, psychology, psychotherapy, religious studies or theology. Endorsement to practice as a healthcare chaplain by a recognized/established sponsoring faith community or belief group. Evidence of annual continued professional development relevant to healthcare chaplaincy to UKBHC standards. 	 MA or Doctorate (or working towards) with demonstrable outcomes of learning relevant to healthcare chaplaincy. It is not compulsory for Chaplains to be registered with UKBHC but the Professional Standards Authority for Health and Social Care recommends choosing them from an Accredited Register. Qualification (or working towards) in pastoral supervision (such as those recommended by APSE), coaching, management, or leadership. 	A+I+R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise or knowledge specific to the role)	 Approximately xxx hours experience of professionally supervised clinical practice as an autonomous practitioner healthcare chaplain. Working knowledge of major faith communities and belief groups working in the healthcare context. Development of a specialist area of knowledge and expertise in an aspect of healthcare chaplaincy 	 Awareness of factors affecting the delivery of organisation-wide services. A management or leadership role. Participation in a research project in a healthcare or chaplaincy setting such as the Armed Services, Higher Education or the Prison Service. Responsibility for aspects of governance 	A+I+S

	 Engagement with audit, service evaluation or research. Teaching and training of healthcare professionals at a variety of levels Supervision of newly qualified chaplains and others working within a chaplaincy service. Research literacy including an understanding of the research process. Understanding of models/styles and the difference between leadership and management. Evidence of reflecting critically on the practice and experience of providing pastoral care. Evidence of finding or searching for meaning through exploration of spiritual issues encountered in sickness, mental health, dying, death and bereavement. Enabling and empowering others to interpret experience and find meaning through exploration of spiritual issues encountered in sickness, mental health, dying, death and bereavement. 	 Evidence of rmanaging or meeting complex spiritual and pastoral needs. Training in research, audit and service evaluation or similar. Experience of working at regional and national level relevant to health and social care.
Communication and Interpersonal Skills	 Capability to deal with complex issues both systematically and creatively 	A+I+P+S
(Additional expertise acquired through practice or training which	 Capability to make sound judgments, and take personal responsibility and initiative. 	
is a requirement of the post)	 Resilience and adaptability in complex, unpredictable and challenging operating conditions. 	
	Strategic and critical thinking;	
	The ability to clearly articulate vision, challenge the status quo and inspire others to change.	

Particular Chaplaincy Attributes	 Workload prioritization, time management and the capacity to incorporate new challenges, to manage projects and to hold others to account on the delivery of outcomes and actions. Fluent and effective communicator in speech and writing beyond the confines of the team. Self-assured, friendly and professional when working with colleagues The capability to work independently and collaboratively, and the capacity for effective networking. Effective and collaborative leadership working in a multifaith/belief context and able to provide an ethical critique to the organisation acting as critical friend appropriate to role. Oversee a range of complex cases supporting others to deliver effective pastoral and spiritual care. Lead reflective practice with a range of groups Practice professionally within recognized boundaries within pastorally diverse settings (as 	 Initiate, lead and deliver corporate events. 	A+I+P+S
(Special aptitudes relating to the demands of the post)	 set out in the Code of Conduct) Create and lead ritual or other spiritual process in a way that is sensitive to the pastoral context and faith/belief needs of those present. Act as an informed theological/philosophical and ethical resource in complex pastoral and clinical situations. 	 Ability to manage change. Demonstrable evidence of self-care to enhance resilience or manage stress. E.g. Meditation, prayer, exercise, journalling, hydration, reflective supervision 	
	A professional Chaplaincy identity rooted in one's own religious/spiritual/pastoral heritage that integrates professional values and		

	 behaviours, skills and specialist knowledge (vocational canon). Advanced use of self in chaplaincy practice including emotional availability, cultural humility, appropriate self-disclosure, positive use of power and authority, and clear and responsible boundaries. A high degree of personal stability and resilience to cope with significance stress on a sustained basis. Cultural competence and religious literacy in diverse religious, spiritual and pastoral traditions. Commitment to work within UKBHC Code of Conduct. A professional Chaplaincy identity rooted in one's own religious/spiritual/pastoral heritage that integrates professional values and behaviors skills and specialist knowledge (vocational canon). 	
Other Factors	 Able to reflect critically on both the challenges and the opportunities that the organization values present to Chaplaincy practice. OR: Ability to uphold and promote the organisation's values in a variety of challenging settings Ability to travel independently in accordance with organisation policies and service need. Ability to attend an urgent on-call referral within 	I + P + S + R
	 Satisfactory pre-employment checks for this role including qualification, work health assessments and criminal record checks. 	

Band 8 Chaplain

Person Specification

	Requirements necessary for safe and effective	Desirable Where available, elements that contribute to improved/ immediate performance in the job	Evidence from: <u>Application, Interview,</u> <u>Presentation, Selection</u> Exercise, <u>R</u> eferences
Qualifications and Training (General education/further and professional)	 MA (or equivalent with with demonstrable learning such as counselling, pastoral care, psychology, psychotherapy, religious studies or theology. Endorsement to practice as a healthcare chaplain by a recognized/established sponsoring faith community or belief group. Evidence of annual continued professional development relevant to healthcare chaplaincy to UKBHC standards. 	Standards Authority for Health and Social Care recommends choosing them from an Accredited Register.	A + I + R
Experience, Knowledge and Skills (Previous/current work or any other relevant experience, requirement of technical expertise of knowledge specific to the role)	 Extensive track record of working at a senior chaplain level with a wide range of groups. Extensive experience of professionally supervised clinical practice as an autonomous practitioner healthcare chaplain. Proven responsibility for professional leadership and operational management of a diverse group of healthcare chaplains. Experience of working at regional and national level relevant to health and social care. Working knowledge of major faith communities and belief groups in relation to the healthcare context. 	 Planning and delivering successful organizational change and/or service improvement. Oral presentations at professional conferences. Publications in peer reviewed journals or books. Involvement in research projects. 	A+I+S

	•	In-depth involvement in audit and/or service evaluation.
	•	Teaching and training of healthcare professionals.
	•	Supervision of chaplains and others working within a chaplaincy service.
	•	Management of a devolved budget.
	•	Research literacy including an understanding of the research process.
	•	Evidence of responding appropriately to complex spiritual and pastoral needs
	•	Evidence of the ability to provide an ethical critique to the organisation acting as critical friend appropriate to role
	•	Enabling and empowering others to interpret experience and find meaning through exploration of spiritual issues encountered in sickness, mental health, dying, death and bereavement.
Communication and Interpersonal Skills (Additional expertise	•	Leadership skills to enable change, motivate others and foster an effective professional community based on empowerment and collaboration.
acquired through practice or training	•	Capability to deal with complex issues both systematically and creatively,
which is a requirement of the post)	•	Capability to make sound judgments, and take personal responsibility and initiative.
	•	Resilience and adaptability to complex, unpredictable and challenging operating conditions.
	•	Strategic and critical thinking

	•	The ability to clearly articulate vision, challenge the status quo and inspire others to change.
	•	Workload prioritization, time management and th
		capacity to incorporate new challenges,
	•	The ability to manage projects and to hold others to account on the delivery of outcomes and actions.
	•	Fluent and effective communicator in speech and writing,
	•	Effective influencing, advocacy and negotiating skills.
	•	The ability to lead ritual in a way that is sensitive to the pastoral context and needs of those present.
	•	Adapt ritual to context in clinical environments.
	•	Self-assured, friendly and professional approach to working with colleagues, the capability to work independently and collaboratively, and the capacity for effective networking.
Particular Chaplaincy Attributes	•	Practice professionally within recognized boundaries within pastorally diverse settings (as set out in the Code of Conduct)
(Special aptitudes relating to the	•	Ability to lead reflective practice with a range of groups.
demands of the post)	•	Ability to respond creatively to the pastoral, religious, spiritual needs of patients, relative, state and volunteers.
	•	Ability to initiate, lead and deliver corporate events. Cultural competence and religious literacy in diverse religious, spiritual and pastoral traditions.

	 A high degree of personal stability and resilience with a well-developed understanding of wellbeing. Demonstrable evidence of self-care to enhance resilience or manage stress. E.g. Meditation, prayer, exercise, journalling, hydration, reflective supervision 	
	Commitment to work within UKBHC Code of Conduct.	
	A professional Chaplaincy identity rooted in one's own religious/spiritual/pastoral heritage that integrates professional values and behaviours skills and specialist knowledge (vocational canon).	
Other Factors	Able to reflect critically on both the challenges and the opportunities that the organization values present to Chaplaincy practice. OR: Ability to uphold and promote the organisation's values in a variety of challenging settings	I+P+S+R
	Ability to travel independently in accordance with Trust policies and service need.	
	Ability to attend an urgent on-call referral within 60 minutes.	
	Satisfactory pre-employment checks for this role including qualification, work health assessments and criminal record checks	