



Appointment of Chaplain (0.8-1.0 FTE)

INTRODUCTION

Queens' College, Cambridge wishes to appoint a Chaplain from 1st September 2022 or as soon as possible thereafter.

The Chaplain, who should be a graduate in holy orders, will manage the conduct of worship in the Chapel, oversee the wider life of the Chapel and multi-faith room, and play a key role in the pastoral care of all members of the College community.

The Chaplain will work closely with the President, the Dean of Chapel (who is also Head of Welfare), the Chapel Choir, College Tutors and those providing academic direction and teaching.

The College is open-minded about how this role can be fulfilled and how it might develop in the future. It is anticipated that the role will be delivered on 0.8 to 1.0 FTE and the College will review with the successful candidate the most appropriate basis for appointment.

Candidates for the Chaplaincy should have at least three years' experience in parish or other ministry. It is envisaged that this post would be attractive for someone with a passion for spiritual and pastoral care.

Queens' is inclusive of, and supportive to, people from all backgrounds. We strongly encourage applications from women, disabled people and people from BME backgrounds, especially as these groups are currently under-represented on the College's staff.

THE COLLEGE

Queens' College is a lively community of students, staff and academics, with a reputation for being friendly. It is located at the heart of the city of Cambridge, with good access to University departments and to the town. Queens' is famous for its ancient buildings and riverside site but has continued to evolve throughout its six centuries, as a place and as a community. It is very much engaged with the present and looking to the future. The Head of House and Senior Tutor have both been in post for less than two years and the College is currently engaged in a wide-ranging strategic review.

Queens' is one of the thirty-one constituent colleges of the University of Cambridge. It has about 500 undergraduates and 450 postgraduate students, making it a larger than average College. A significant number of our students, particularly at the postgraduate level, are from outside the UK. The College has over 80 teaching staff and members of the Governing Body ('Fellows'). It also has about 140 other staff, ranging from administrators to gardeners, cleaners and catering staff. Both the academic and staff community are diverse: some have lived and worked in Cambridge throughout their lives and others are more recent arrivals. A wide range of further information about the College is provided on our website www.queens.cam.ac.uk.

FURTHER PARTICULARS

The post is for a term of three years, with the possibility of renewal for a further period.

The successful candidate will be a strong communicator with the potential to take advantage of the many opportunities that ministering in a Cambridge College offers. They will not necessarily have previous experience of an Oxbridge college; nor will they necessarily be an academic themselves; but they will have a calling to supporting those involved in higher education. They may also be interested in how such institutions engage with the wider community and issues of social justice, contribute to the College's commitment to access, diversity and inclusion work or develop wider academic interests.

The Chaplain must be a graduate in Holy Orders of the Church of England or a Church in full Communion with it. The stipend is equivalent to that of an incumbent in the diocese of Ely, including membership of an appropriate pension scheme and appropriate housing.

The Chaplain will be elected to an Official Fellowship of the College, making them a voting member of the College's Governing Body and a Trustee.

The Chaplain will need to have a flexible approach to the hours of work. Leave is not normally taken during Full Term. The leave allowance is 35 days per year (for a full-time appointment), including most public holidays.

The Chaplain is provided with an office in College. The College will pay reasonable moving costs.

JOB SPECIFICATION

Office title: Chaplain

Purpose of Office: To assist the Dean of Chapel in the administration and organisation of the life of the Chapel and celebration of divine worship in the College Chapel and Multi-Faith provision. To provide pastoral care for Fellows, students and staff of the College.

Department: Chapel

Responsible to: The Dean of Chapel

Working with: Members of the College, Fellows of the College, staff of the College, visitors to the Chapel, alumni, the President, the Dean of Chapel, the Chapel Choir, Senior Tutor, Tutors and the Tutorial department, the College Welfare Team, the University Counselling Service and the University Disability Resource Centre.

Main responsibilities:

Chapel

- Responsibility for divine worship in the College Chapel, in collaboration with the Dean of Chapel, including:
 - Sunday and midweek Choral Services in Full Term
 - Midweek Eucharists during Full Term
 - Daily Office during Full Term
 - Special services at various times during the year
 - Memorial services and funerals
 - A small number of Weddings and Christenings
- Foster the social and community side of Chapel life through hospitality, perhaps discussion groups and a wide range of other social activities throughout the academic year
- Enable all students of faith in worship, prayer and growth. This will include students of non-Christian faiths and the use/management of the multi-faith rooms.
- Accompany the Choir, if requested, to UK events and on overseas tours
- Encourage and advise the Director of Music, the Organ Scholars, Choral Scholars and other members of the Choir and enable the musical life of the Chapel

Pastoral Care

- Be available to listen and give confidential advice to all members of the College community, students, staff and Fellows, of all faiths or none, who seek pastoral support
- Collaborate closely with the wider support structures within the College (including the Head of Welfare, Health and Well-being team, Senior Tutor and Tutors)
- Participate in the social and communal life of the College in order to get to know its members

Committees

- The Chaplain may be appointed to membership of various committees by the Governing Body.

The above description is not exhaustive and the individual might undertake other appropriate responsibilities or college offices if reasonable and asked to do so.

APPLICATION

A letter of application, together with a curriculum vitae, should be sent preferably by email to The President, Queens' College, Cambridge, CB3 9ET (pres.sec@queens.cam.ac.uk) by 12 noon, 27th May

Applicants should also provide contact details for three referees, including (where applicable) their Diocesan Bishop. Short-listed candidates will be invited for a formal interview on the 10th June. It is also expected that he/she will seek the Bishop's licence in the Diocese of Ely.

We are committed to the principles of equal opportunities and respect for individuals. We strive to create and maintain an inclusive environment that represents a variety of backgrounds, skills and perspectives. We work to recruit students and staff from a wide range of backgrounds because we believe the diversity of the College is critical in achieving our strategic aims and in ensuring the long-term health and success of Queens.'