

EMPLOYER: Portsmouth Diocesan Board of Finance (PDBF)

JOB TITLE: Clergy Wellbeing Officer EVALUATION GRADE:

BACKGROUND

The strategic framework for the diocese is established in our *Live/Pray/Serve* strategy which sets out the priorities for the diocese. Through these commitments, we plan for the diocese to grow in depth, impact and number. All work to fulfil those commitments is driven and informed by our diocesan values of being courageous, collaborative, generous, resourceful and pioneering. Those values shape how we approach our work both collectively and as individuals.

PRIMARY PURPOSE

The Clergy Well Being Officer is to be a visible independent presence at all levels of the diocesan organisation to offer clergy pastoral support and advice. The post-holder will work closely with the diocesan bishop, senior leadership team, area deans and parochial clergy in a way that gives clergy access to resources for support, but also in a way that is independent of strategic discussions, and so provides a place for confidential support.

RESPONSIBILITIES & PRINCIPAL TASKS

1. To provide independent pastoral support to clergy.
2. To signpost clergy to external agencies as necessary.
3. To draw together a clergy wellbeing handbook for the diocese to enable clergy to readily access support services either directly or through the officer – and supervise regular updates.
This handbook will include links to the following types of support: Medical, Psychological and emotional, Pastoral, Marriage support, Addiction and dependency, Bereavement, Caring for a relative or friend, Financial, Housing, Legal support and conflict resolution, Safeguarding, Vocational
4. To liaise with the bishop's office and archdeacons. In particular, to consult regarding additional financial support or time off for clergy, and to make recommendations to senior staff on behalf of individual clergy when necessary.
5. To chair the diocesan clergy wellbeing group
6. To offer/arrange training to help clergy manage their own wellbeing and engage with the MDR process as appropriate.
7. To work with senior staff and others to encourage a culture change towards promoting health and emotional wellbeing of clergy at all levels, and to embed wellbeing within new teams structures.
8. To maintain a network with both church and secular bodies who are able to support the clergy, and to use this network to make effective referrals.
9. To be the point of contact for clergy wellbeing in the diocese and nationally, and to be part of regional and national conversations concerning clergy wellbeing.

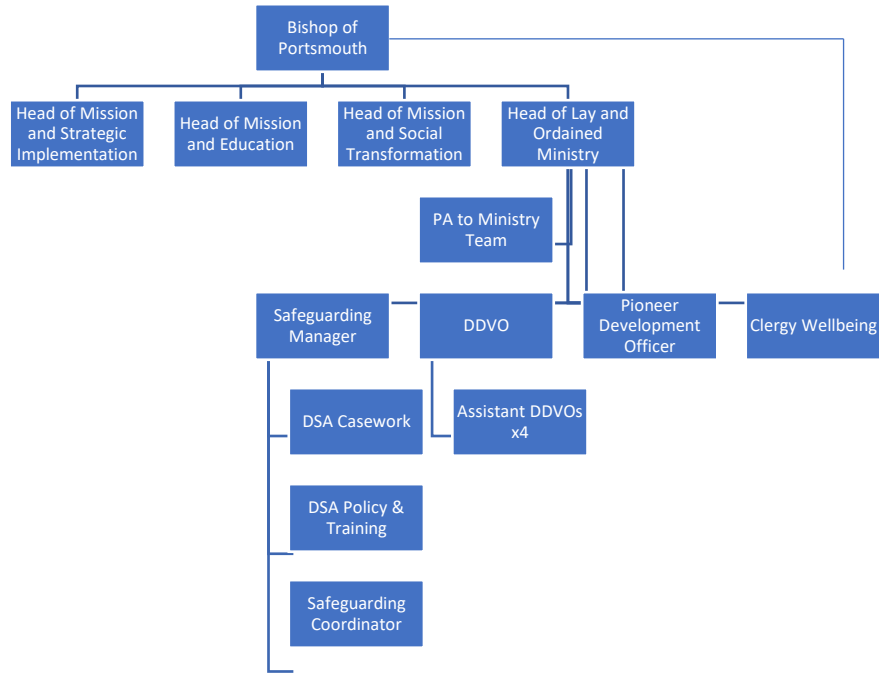
courageous | collaborative | generous | resourceful | pioneering

ACCOUNTABILITY

Accountable to the Bishop

AUTHORITY

ORGANISATIONAL STRUCTURE & RELATIONSHIPS



Key Collaborations:

The post requires relationships between clergy, the Bishop’s office and archdeacons.

COMMITTEE ROLES & RESPONSIBILITIES

n/a

LINKED & ASSOCIATED ROLES

n/a

PERSON SPECIFICATION	ESSENTIAL / DESIRABLE
Qualifications required:	Ordained Priest in the Church of England
Level of Experience	At least 5 years in a parish context

Key Skills	
Strong pastoral presence with good experience of ministry in a parish context	Essential
Knowledge and experience of work with counselling/ psychological/medical and other wellbeing agencies outside of the church's structures	Desirable
Experience of working at senior levels in a diocesan or other role	Desirable
Experience of ministry in a healthcare chaplaincy context	Desirable
Experience in a counselling context or a background in counselling	Desirable
Self-starter with good personal resilience	Desirable