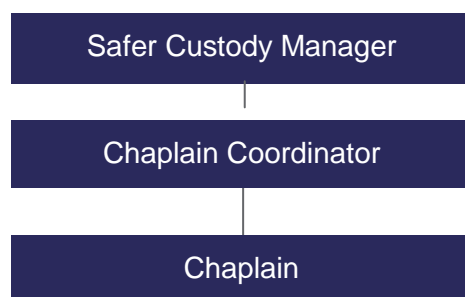


JOB DESCRIPTION

Position Title	Chaplain	Department	Residence
Generic Job Title	Chaplain	Segment	SJS
Team Band	Unbanded	Location	HMP Northumberland
Reports to	Chaplain Coordinator	Office / Unit name	Chaplaincy

ORGANISATION STRUCTURE



Job Purpose

To provide pastoral needs for prisoners whatever their religion. Maintain and develop links with visiting Ministers from other faiths and with faith communities to develop support for reintegration. To provide counselling when appropriate for prisoners and staff.

Accountabilities

- Serve the needs of prisoners and staff by supporting religious faith and practice within the prison.
- Work together to create an ordered and caring community where individuals can discover and practice their religion and develop and strengthen appropriate links with their family and faith communities.
- Support prisoners of all faiths through facilitating religious prayers and teachings of Faiths representative of the prisoner population.
- To participate in the Equality and Inclusion Management Team meetings.
- To take on when necessary and appropriate generic chaplaincy duties including applications, new receptions, visiting prisoners in Separation and Care and in Healthcare centre.
- Represent the prison and company to the local community.
- Encourage the faith community outside the prison to take an active interest in the rehabilitation of prisoners.
- Help prisoners prepare for release.
- Provide pastoral support to staff and co-ordinate a Post Incident Care Team providing training as necessary.
- Work with other chaplains recognising and respecting the integrity of other faiths and promoting peace and co-operation.
- Work in accordance to all Sodexo policies and procedures.
- Undertake any duties as required by line manager.

Key Performance Indicators (KPIs)

- Prisoners are cared for with humanity, with the prevention of incidents of violence, suicide and self-harm
- Prisoners are provided with a range of opportunities to reduce re-offending and change their lives for the better.
- Prisoners of all faiths will be supported via various methods.
- Community relationships are established to assist the rehabilitation on prisoners.

Dimensions

Financial	
Other	

Skills, Knowledge and Experience

Essential

- Experience of working in a similar role
- To have the necessary recognition from lead faith authorities.
- Great ability to work with the people of different ethnicities
- Ability and wish to work with clergy and volunteers of different faith backgrounds
- High level of inter personal skills including assertiveness and self-motivation
- The ability to challenge inappropriate behaviour

Desirable

- Experience of working in a people-facing role or with vulnerable groups
- Managing conflict

Competencies

- Continuous improvement
- Working with others
- Impact and influence
- Resilience

Contextual or other information

- Discretion to be displayed at all times and strict confidence to be maintained in all sensitive matters
- All mandatory training to be completed as and when required
- To support the Director in delivering the vision for HMP Northumberland, by ensuring that the prison operates effectively with the corporate and local values and vision.
- Sodexo name badge to be worn at all times.

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Document owner			