

JESUS COLLEGE
PERSON SPECIFICATION

Assistant Chaplain ('Dean's Clerk')

Qualifications/academic achievements required to do the job:

Essential

Must **either**: be a priest in good standing of the Church of England or another church in full communion with the Church of England; **or** be a lay person exploring vocational discernment in the Church of England.

Desirable

Currently engaged in further theological study through the University of Cambridge, or has a track record of chaplaincy work, especially within a higher education context.

Experience:

Essential

Experience of Anglican worship, preaching, and pastoral care.

Desirable

Experience of working in a university environment with students.

Experience of the Anglican Choral tradition

Experience taking or helping with pastoral offices (baptisms, weddings, funerals).

Aptitudes and Personal Disposition:

Essential

Sensitivity in working with people from a range of religious backgrounds and beliefs.

Ability to be at ease with students, staff, fellows, choristers, and their families.

Liturgical competence; ability to integrate with the life of the Chapel and to operate without supervision.

Dependable and loyal; willing to take direction from the Dean of Chapel.

Knowing when to refer a situation to others, especially the Dean of Chapel and the Tutorial Advisers.

Desirable

Willing to develop particular pieces of work as assigned by the Dean of Chapel.

A good preacher.

Able to lead discussion groups.

Circumstances:

Essential

DBS clearance to work with children.

Being present in Cambridge during term time (except for special reasons).

Flexibility to organise commitments with the Dean to fit in with personal circumstances and the needs of the Chapel. A typical week would consist of: being available for pastoral care; offering hospitality to College members, and joining the Graduate Formal on Wednesdays; attending Saturday Evensong as well as both Sunday services; and being present at subsequent social activities. Liturgical duties would include preaching, celebrating the Eucharist, and officiating at Evensong as assigned or as status permits. Other duties include social and pastoral work in the College, especially with graduates and staff as well as with choristers and their families, in liaison with the Dean of Chapel, Senior Tutor, and Tutorial Advisers.

Desirable

Willingness to assist with weddings during the vacation as requested.