

Job Title:	Chaplain
Division/Department:	Central Administration
Reports to (title):	President & Vice-Chancellor
Date of completion:	May 2021

### General Accountability:

The chaplain provides pastoral support to students, and as needed, staff and faculty at Renison University College, as well as across the UWaterloo campus. They are the priest appointed to St. Bede’s Chapel. They provide opportunities for all students to engage in education and discussion of faith and life concerns. They work with departments and staff throughout the college to provide support and services for students, staff and faculty through programming and events as well as rituals marking the academic year and life passages. They offer hospitality through the Luscott Ministry Centre, building community across different departments. They build relationships across the wider Anglican Church and take on the expectations and responsibilities of an Anglican priest at deanery, diocesan, provincial and national levels as agreed with the President. They act as an advocate for students and nurture the spiritual life of the whole college.

### Key Accountabilities:

#### *SUPPORTING STUDENT WELLNESS AT RENISON*

- Support the health and well-being of students at Renison.
- Offer pastoral care, counselling and confidential support as need emerges.
- Understand and appreciate the diverse needs of an intercultural student community.
- Make referrals to Counselling Services and Health Services on main campus, and other resources in the community when appropriate.
- Nurture relationship and contact with services on main campus to facilitate referrals in both directions.
- Maintain current knowledge and contact information for appropriate community resources.
- Advocate for students as needed including arranging meetings with faculty and staff for students as needed.
- Sit on college committees in support of student well-being including but not limited to the Wellness team, Student Life, Student Advocacy and Scholarship and Bursaries.
- Offer programming appropriate to student needs and interests in support of their faith journeys, meaning-making and spiritual questions.
- Work with the Wellness Team to develop and implement proactive programming to build resiliency and coping skills in students.
- Work with the Student Life, Student Advocacy and residence team to develop and implement activities which add depth and value to the student experience at Renison

- Take time to eat meals with students; offer support and a presence at student-run activities; mentor student leaders.
- Participate in the training of residence dons and peer leaders.

### *INFRASTRUCTURE SUPPORT FOR STUDENT WORK*

- Create and run regular discussion groups to promote growth by students. These include groups focused specifically on Christian faith as well as activities that are more general, providing an opportunity for students to think about life and meaning.
- Provide advertising for all groups being run.
- Co-ordinate timing of groups with the Wellness Team and Student Life.
- Arrange for supplies in support of programs (e.g., food, books ordered, projector) as well as booking space both on and off-campus.
- Seek sponsorship by franchises (e.g., David's Tea) to reduce costs and promote a wider reach to students and the community.
- Arrange for the purchase of food and drink and physical supplies (i.e., mugs, kettle, etc.) as needed for the Ministry Centre

### *ENGAGE AS A PASTORAL PRESENCE WITH THE RENISON COMMUNITY*

- Exercise a ministry of presence, sensitive to the spiritual rhythms of the community.
- Respond to pastoral needs as they arise.
- Offer hospitality in the Luscott Ministry Centre to create a safe, shared community space for students, staff, and faculty.
- Oversee the space ensuring that it is open to all students, staff, and faculty and does not become only used by one or two groups. Actively seek to find ways to invite and welcome all into the space.
- Provide liturgical ministry as described in relation to St. Bede's Chapel.

### *PRIEST FOR ST. BEDE'S CHAPEL*

- Offer a regular schedule of regular worship, appropriate to Renison's needs.
- Observe the rhythm of the church year with corporate worship, including feasts and services outside the regular weekly worship schedule.
- Recruit, hire, and supervise a chapel musician (usually a student)
- Plan for all worship services, including choosing music, prayers, designing a worship service bulletin, preparing for a sermon/reflection
- Offer instruction in Christianity and Anglicanism to students/staff/faculty inquiring about baptism or confirmation
- Celebrate Anglican services of baptism, marriage and funerals for any requesting it from the campus community, including the required meetings and preparation
- Co-ordinate and offer prayer services in response to church seasons or to events taking place
- Seek to creatively engage with those exploring Christianity and Anglicanism on campus
- Responsible for all bookings of the chapel, including the decision of what is appropriate usage in consultation with the President's office

- Responsible for ordering supplies for the chapel, including bread and wine, candles, caring for hangings, arrange to have the piano tuned, setting up seasonal decorations, etc.

### *BUILD RELATIONSHIPS WITH THE BROADER ANGLICAN COMMUNITY*

- Make strategic connections to leverage opportunities for promoting Renison University College
- Serve on selected deanery, diocesan, provincial, and national church committees or projects as appropriate with the responsibilities of being an Anglican priest and working with the realities of campus ministry. Decisions on what responsibilities and the time served should be made in consultation with the President of Renison as well as the diocesan bishop.
- Attend Clericus meetings, as well as deanery and diocesan events when required.
- Collaborate with the President's Office, External Relations, (display and presentation, possible sponsorship) at diocesan synod. When it is appropriate, arrange for a presence at other diocesan, provincial, and national events.
- Network with other Anglican chaplains across Canada.

### Qualifications:

#### Education:

- Master's Degree (Master of Divinity)
- Must be able to be licensed as a priest by the diocesan bishop

#### Experience:

- Three (3) years of active ministry preferably in chaplaincy context
- Three (3) year of experience working with young adults
- Two (2) – Five (5) years of experience with mental health wellness work is an asset
- Two (2) – Five (5) year of counselling experience is an asset

#### Skills:

- Love of and experience with a young adult population
- Proven ability to take initiative- capable of interior and external engagement
- Strong communication skills including capacity to communicate across difference (theological, cultural, economic, inter-religious, secular and inter-personal)
- Strong interpersonal skills including, empathetic listening, diplomacy, negotiation, conflict resolution and community building
- Experience with and appreciation for Equity, Diversity and inclusion, working for just systems in an intersectional context
- Experience and capacity in working in the area of mental health
- Strong pastoral ability, including appreciation for the practice of a ministry of presence
- Imagination, creativity, adaptability, resilience

### Working conditions:

**Physical Effort:**

- Work activities involve alternating positions of light physical activities. Majority of time is spent in a comfortable position with frequent opportunity to move about at will.

**Physical Environment:**

- Works in an environment with occasional exposure to mild unpleasant conditions. There may be a remote possibility of risk of accident or health hazards

**Sensory Attention:**

- Work activities involve occasional periods of low intensity concentration, generally requiring normal levels of concentration. If activities are interrupted, the incumbent can pick up where the task flow was interrupted easily. The need for precision is low.

**Mental Stress:**

- Work activities are performed in an environment with occasional exposure to one or more mental pressures. The mental stress would not be noticeably disruptive to the work, nor would the unpleasant reaction be too strong or persistent.