

SWCC PERSON SPECIFICATION

MANAGING COMMUNITY CHAPLAIN



QUALIFICATIONS	Professional qualification, or significant experience in community/social/care work, or criminal justice/law related studies. Full driving licence.	Essential Essential
EXPERIENCE	Significant experience of managing people A proven ability in working with a diversity of issues, especially in faith and ethnic matters. Experience in financial management A proven experience of developing the profile of an organisation. A proven ability in working with prisoners/ex-offenders, or those with complex social needs A proven ability to undertake supervision of staff and volunteers Relevant experience of working in a faith-based setting - voluntary or paid Experienced in training and facilitating groups Experience of collaborative and partnership working Experience of working with directors/trustees/governors	Essential Essential Essential Desirable Essential Essential Desirable Desirable Essential Desirable
KNOWLEDGE & SKILLS	Knowledge and practice of good management skills. An ability to initiate and sustain new ideas and methods of working. Excellent interpersonal skills and ability to communicate verbally to a wide range of audiences Ability to forge relationships across a wide range of contacts. An ability to handle conflict in a challenging environment. Awareness and understanding of faith communities and sensitivity to different practices/principles. Financial management skills to work to agreed budgets. Computer and other data management skills. Ability to produce written material to a good standard. Awareness of security issues. Significant experience of managing safeguarding issues Flexibility and a willingness to step in to cover for, and support, other employees	Essential Essential Essential Essential Essential Essential Essential Essential Desirable Essential Essential
PERSONAL QUALITIES	A personal faith commitment to the aims and purposes of SWCC as expressed in our constitution Pastoral heart and concern for the wellbeing of people. Willingness to undertake regular supervision. Desire to see positive change in the lives of individuals. Able to take instruction. Robust ability to set boundaries. Flexibility. Team player. Ability to maintain an open mind, be objective, recognise personal prejudices and set them aside.	Essential Essential Essential Essential Essential Essential Essential Essential
CIRCUMSTANCES	Willing to work some evenings and weekends by arrangement.	Essential