



## Muslim Chaplain

**Reference:** EHA2388-1122  
**Salary:** £25,642 - £27,929 per annum, pro rata  
Grade 5, Points 19–22  
**Contract Type:** Fixed Term for 12 months  
**Hours:** Part Time (4 hours per week)  
**Location:** Ormskirk  
  
**Accountable to:** Chaplaincy and Wellbeing Co-ordinator  
  
**Reporting to:** Director of Student Services



## About the Role

At Edge Hill University, our core values lie in our wholehearted commitment to our students, staff and stakeholders, and our constant efforts to improve in all we do. Our approach is inclusive; we celebrate diversity and will tirelessly strive to enhance the life opportunities that a good education provides for our students. The Faith and Community Service, part of the wider Student Wellbeing Team, is based in Student Services in the Catalyst Building.

You will provide both spiritual and pastoral support (including non-religious) to all members of the Edge Hill University. You will focus on the growing community of Muslim students at the University, providing faith and pastoral support and guidance and supporting the University to understand and meet the specific needs of Muslim staff and students.

## Purpose of the Post

1. To serve as one of the University Chaplains within the University community, supporting students and staff of all faiths and none.
2. To develop the Chaplaincy as a community providing friendship, encouragement, spiritual support and guidance and pastoral care to both staff and students of the University, regardless of their cultural identity, belief or creed.
3. To ensure that appropriate provision is made to meet the religious and faith-related needs of all students and staff, in compliance with all relevant equality and diversity legislation, and in creative collaboration with all religious and faith groups.
4. To contribute to Student Services in offering high quality and professional pastoral and spiritual support for all students and staff, in both routine and crisis contexts (which may occur both during and outside term-time).

## Duties and Responsibilities

1. To represent the Muslim faith and associated communities within the Multi-Faith Chaplaincy Team and raise awareness of Muslim student needs.
2. To identify and respond to the pastoral and spiritual needs of Muslim students and staff.
3. To provide pastoral support to the Edge Hill Community of staff and students, of all faiths and none.
4. To contribute to the development of faith, spirituality and wellbeing within the community of Edge Hill and to raise awareness of the importance of faith and belief to a substantial population within the University community.
5. To provide opportunities for members of different faiths and none to interact, learn from and respect each other.
6. To attend team meetings and take part in team development.
7. To work collaboratively with student societies, the Chaplaincy, Students' Union, Student Services and the wider University.
8. To build and encourage links with the wider community and local faith leaders.
9. To support the Chaplaincy Co-ordinator and advise the University on matters affecting Muslim students such as Ramadan, prayer spaces and any other religious matter arising.
10. Provide advice, guidance and expertise as a critical friend to the University in matters concerning faith, culture, ethics and diversity.
11. To support the planning and delivery of faith and interfaith events on campus
12. To represent the Chaplaincy at University events such as Welcome Weekend, Open Days, Corporate Induction and Mental Health Days.
13. To support wider University strategies relating to matters such as Equality, Diversity and Inclusion, Internationalisation and Access and Participation.
14. To comment on and share faith within the guiding principle of the "Policy on Proselytising" as follows;



# Edge Hill University

Edge Hill University celebrates and values the diversity provided by individual members of the University community, and aims to create an environment where the cultural, religious and non-religious beliefs of all are respected.

We expect all members of the University community to respect the beliefs and life choices of other people, even when they are very different from their own.

Chaplains will not proselytise any members of the University community to a different or new faith. All chaplains will respect people of all faiths and none.

**In addition to the above all Edge Hill University staff are required to:**

- a) Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety
- b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
- c) Undertake appropriate learning and development activities as required
- d) Participate in Edge Hill's Performance Review and Development Scheme
- e) Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner
- f) Demonstrate excellent Customer Care in dealing with all customers





## Eligibility

Candidates should note that shortlisting will be based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification attached.

Internal staff wishing to apply for a fixed term role as a secondment opportunity must discuss this with their existing line manager before applying.

It is important to note that the successful applicant will be required to undertake a basic disclosure for you from the Disclosure and Barring Service and that this will form part of the conditions of offer of employment.



Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria.

*Methods of Assessment include Application Form (A), Supporting Statement (S), Interview (I), Test (T) & Presentation (P).*

		Essential	Desirable	Method of assessment (A/S/I/T/P)
<b>Qualifications</b>				
1.	A degree or equivalent qualification/experience relevant to the role	*		A
2.	An Islamic Theology degree from a reputable Islamic Institute		*	A
3.	A formal pastoral or academic qualification		*	A
4.	Evidence of commitment to relevant continued professional development	*		A
<b>Experience and Knowledge</b>				
5.	Extensive experience of working within the Muslim Community	*		A/S
6.	Experience of working with young people and students in Higher Education	*		A/S
7.	Experience of providing pastoral support	*		A/S
8.	Experience of working in a multi-faith and interfaith environment	*		A/S
9.	Demonstrable knowledge of safeguarding issues within Higher Education, including knowledge of the Prevent Strategy		*	S/I
10.	Demonstrable knowledge of equality, diversity and inclusion issues and a commitment to working within and supporting EDI strategies in the workplace		*	I
<b>Abilities and Skills</b>				
11.	Excellent interpersonal and communication skills, including tact, diplomacy and cultural sensitivity	*		S/I



12.	A good level of IT literacy with the ability to use Microsoft Office software	*		A
13.	Strong commitment to the ethos and values of the Faith and Community Service equality, diversity and inclusion, and to working in and contributing to a multi-faith environment.	*		S/I
14.	Willingness to work flexibly to attend student events outside of normal working hours, by prior arrangement e.g. Welcome Weekend, Open Days and Faith events.	*		A/I

## How to Apply

When you are ready to start the formal application process, please visit our [Current Vacancies page](#) and click 'vacancies', search for the role you wish to apply for, and click 'Apply Online'. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information and it is simple to move backwards and forwards throughout at any time prior to submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11.59pm on this date. Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

***Application > Shortlisting > Interview > Outcome***

For informal enquiries about this vacancy you may wish to contact: Ruth O'Dea, Chaplaincy and Wellbeing Coordinator at [ruth.o'dea@edgehill.ac.uk](mailto:ruth.o'dea@edgehill.ac.uk).

*At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.*