



St Luke's Church, Barton Hill  
"Loving Jesus, Loving our community"



DIOCESE OF BRISTOL

TRANSFORMING CHURCH. TOGETHER.

## Job Description and Person Specification

<b>JOB TITLE</b>	<b>Community Chaplain</b>
<b>REPORTS TO</b>	Vicar of St Luke's, Barton Hill
<b>SALARY</b>	Salary £27,000 to £30,000 p.a. (dependent on qualifications or experience)
<b>HOURS</b>	37.5 hours per week (Flexible working week which includes regular evenings and weekend work, including Sundays.) Part time and job-share applications may also be considered.
<b>DURATION</b>	This is a fixed term contract (to 31 <sup>st</sup> December 2028)
<b>LOCATION</b>	The employer and contractual location will be St Luke's, Barton Hill.

### About Us:

St Luke's is an informal church with a relatively small but committed and lively congregation. We aspire to be a home where everyone can belong. We seek to be a place where every person's gifts and identities are welcomed and celebrated. We offer a warm welcome to anyone who wants to come.

### About the Role:

We are seeking a compassionate and community-minded individual to serve as our Community Chaplain. This role will nurture spiritual life, foster intergenerational connections, and support ministries for prayer, older people, families, and young people. Working closely with clergy, volunteers, and community partners, you will help create spaces where people of all ages can grow in faith, build relationships, and feel valued. Much of the time you will be supporting and helping to develop existing activities, but as appropriate new opportunities emerge, you will be able to take a lead role in bringing these to fruition.

### Key Responsibilities:

#### Prayer Ministry

- Develop a prayer ministry that integrates prayer into the life of the church and its calendar.
- Organise and lead regular prayer meetings, gatherings, and prayer walks.
- Encourage and equip members to pray effectively, both individually and in groups.
- Raise awareness of prayer needs and opportunities within the church and wider community.

#### Older People's Ministry

- Develop and support ministry for older people, shaped by their needs and input.
- Lead projects and activities such as care home visits, coffee mornings, and social gatherings.
- Organise creative outreach such as "Messy Vintage" or similar events in accessible locations.



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## **Families and Young People**

- Lead school holiday activity sessions.
- Network with local groups to identify community needs and opportunities for partnership.
- Create opportunities for families to engage in church life, such as Messy Church.

## **Intergenerational Ministry**

- Coordinate regular intergenerational Sunday events.
- Organise shared activities where all ages can interact, learn, and grow together.
- Work with clergy and groups such as the Boys' Brigade to create engaging all-age worship services.

## **General duties**

- Work within safeguarding procedures and statutory guidelines
- Provide regular reports on project progress to the PCC
- Attend any training required for development
- Carry out any evaluation and reporting required for the Priority Community Network, including case studies and stories that demonstrate the impact of the work and programme
- Support fundraising through applying for project-specific grants, or by providing evidence and information for others making applications.
- Undertake any other duties that may reasonably be requested by the Priest-in-Charge

## **Key relationships**

Key relationships within the team and the wider parish will be:

- Priest-in-Charge
- St Luke's lunch project manager
- Parish Administrator and Operations Manager
- Churchwardens, PCC and congregation members
- Community partners such as Barton Hill Academy, Travelling light Theatre company and Wellspring Settlement
- Priority Communities Network team at the Diocese of Bristol.

## **Person Specification**

### **Essential criteria**

- Experience of recruiting, leading and developing volunteers or teams
- Able to work on own initiative
- Experience of working collaboratively to develop links and build relationships with other partners and organisations
- Effective communicator both written and verbal
- Competent with using information technology and digital communications, for example social media
- A people person who is friendly, open, caring and sensitive
- Flexibility to work evenings and weekends as required
- Ability to travel independently across the parish and Diocese



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- Understanding of the importance of safeguarding
  - Experience in community engagement and/or pastoral care.
  - Ability to work collaboratively with diverse age groups.
  - Organisational skills to plan and deliver events and activities including risk assessments

### **Desirable criteria**

- Experience of community development
- Experience of working with people across different needs or socio-economic/cultural backgrounds
- Fundraising experience

### **Notes**

#### **SAFEGUARDING**

The Parish churches and Diocese of Bristol are committed to safeguarding, safer recruiting practice and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

#### **Genuine Occupational Requirement**

This post is subject to the applicant having the right to work in the UK, satisfactory references and an enhanced DBS disclosure. There is a genuine occupational requirement that the holder of this post is a committed Christian. Equality Act (2010) Part 1 applies.

The Parish churches and Diocese of Bristol are committed to being a fair, respectful, and inclusive organisations. We believe that diversity enriches us and are dedicated to the promotion of equality where all are able flourish. Disabled people, and those from global majority heritage are currently under-represented in our organisation and we welcome applications from within these groups.

The **Priority Communities Network (PCN)** is a parish based holistic project that looks to deploy substantial resource into churches in areas of disadvantage in the Diocese of Bristol. The programme aims to enable and cultivate sustainable, good growth across areas of multiple deprivation so that we see numerical growth of people and finances, deeper discipleship, and social transformation in these communities. The Priority Communities Programme is funding this role for St Luke's, Barton Hill.

For an informal conversation regarding this post please contact:

Rev. Nicola Coleman: [revncoleman@gmail.com](mailto:revncoleman@gmail.com)



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## HOW TO APPLY

Applications should be made by completing the application form, which is available at:

<https://www.bristol.anglican.org/aboutus/vacancies-xdb/parish-vacancies/>

Send all applications to: [jobs@bristoldiocese.org](mailto:jobs@bristoldiocese.org)

**Closing date:** 9:00am on Monday, 26<sup>th</sup> January 2026

**Interview date:** Thursday, 5<sup>th</sup> February 2026