#  Divine Healing Fellowship(Scotland) Paper 4

Scottish Charity Number SC012091

Assistant Chaplain’s Job description

**The aim of the Fellowship is to bring Christ’s healing to all who ask: to provide a centre where people can find Christian understanding and help in times of sickness or trouble; and to unite the Healing Ministry of Christ’s Church with that of the medical profession.**

The Assistant Chaplain will work alongside and under the direction of the Chaplain at Braehead House and at times will deputise for her. They will work together, under the direction of the Board of Trustees of the Divine Healing fellowship, to further the aims of the Fellowship.

Main duties of the Assistant Chaplain:

 The successful applicant’s role will include the following duties..

Worship.

* Assist in the planning and conduct of worship at Braehead House on Sundays and at other times and places as required.
* Assist in leading the House prayer meetings
* Contribute to lead the teams of volunteers remembering the pastoral role.

Guests.

* Assist in welcoming and caring for guests at Braehead House
* Be available to listen and prayerfully respond to the spiritual and emotional needs of guests
* Support the chaplain in the running and conduct of retreat events/courses for guests

Prayer ministry.

* Take responsibility, when required, for the day to day requests for prayer support from individuals outside Braehead House and for prayer ministry sessions within Braehead House.

Administration.

* Undertake administrative tasks as required.

Board of Trustees of the Divine Healing Fellowship.

* Support the Board, alongside the Chaplain, in the development of the vision for the Divine Healing Fellowship (Scotland).
* Support the Board in promoting and marketing the use and ministry of Braehead House.
* Support the Board alongside the Chaplain in organising special events/conferences.

The successful candidate will:

* Be a minister of word and sacrament
* Be a committed Christian, a genuine occupational requirement.
* Be open to, and have experience of, the work and ministry of the Holy Spirit.
* Have experience/confidence in the Christian prayer ministry.
* Have good interpersonal skills
* Be reliable
* Be Confidential
* Have integrity
* Be able to lead/conduct worship and have relevant experience.
* Able to listen empathically and respond appropriately in pastoral situations
* Have the ability to develop and encourage volunteers
* Be willing to stay overnight at Braehead House as required and in negotiation with the Chaplain.
* Feel a harmony with the ethos and practices at the Fellowship.

The successful candidate may have some of the following desirable skills:

* Good IT skills and able to facilitate online services and meetings.
* Active listener
* Have a sense of humour
* Possess humility
* Ability to develop new projects

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