



Pagan Federation Hospital Ministry Team Deputy Manager

Volunteer Role Description

About the Pagan Federation:

Founded in 1971, the PF seeks to support all Pagans to ensure they have the same rights as followers of other beliefs and religions. It aims to promote a positive profile for Pagans and Paganism and to provide information on Pagan beliefs to the media, official bodies and the greater community.

About the Community Support Team:

The Community Support Team is made up of eight teams, each of which supports a different need in the community: Accessibility, Children and Families, LGBTQIA+, Hospital Ministry, Cultural Diversity, Education, Intrafaith, and Interfaith.

About the role:

As Deputy, your role is to provide support to the Hospital Ministry Manager and stand in for them if they are taking leave for any reason. Your line manager is the Hospital Ministry Manager, or if they are unavailable, the Community Support Officer. You will work closely with your own team and all its members as well as the other Community Support teams.

You must be a Pagan Federation member of good standing to apply for this role.

Our Objectives:

The Pagan Federation Hospital Ministry Team is responsible for supporting patients and their family members while in hospital; delivering spiritual care to patients, their families and hospital staff; and raising awareness of Paganism for all concerned.

Key skills:

- Experience of working with the NHS
- Experience in training and supervising others
- An enquiring and creative mind
- A listening ear
- A solid work ethic
- Ability to communicate effectively
- Able to do simple administration
- IT literate
- Willing to learn

Key areas of responsibility:

Role specific:

- Where possible and useful, to assist in the development, implementation and updating of policy documents and best practice guidance, including procedural steps, for provision for Pagans in hospital
- To assist in the recruitment and development of the Hospital Ministry Team and in coordinating a connected network of individual volunteers, volunteer groups, organisations and institutions
- To assist in maintaining the overall wellbeing of the Hospital Ministry Team
- To fulfil the duties of the Hospital Ministry Manager as far as is possible during any absences the Manager takes away from Pagan Federation work
- To contribute to social media initiatives, publications, websites and blogs where possible for them to do so
- To adhere to the Code of Conduct and Confidentiality for Hospital Ministry and all other relevant Pagan Federation policies
- To report to the Hospital Ministry Manager
- To adhere to all policies and procedures of any hospital visited
- To supervise members of the team
- To attend and speak at moots, conferences, in healthcare settings and other relevant groups about the Hospital Ministry Team and its work
- To keep a reflective diary of practice and attend regular supervision sessions with your manager

General:

- Must be self-declared (or otherwise) as Pagan
- Must be a member of the PF, in good standing, and remain a member in order to hold this role
- Will conduct yourself in a professional manner at all times
- Will adhere to the PF Code of Conduct, policies and procedures
- Will take care of yourself and ask for help from the relevant people as and when needed
- Will act appropriately as a Pagan Federation Officer and not bring the organisation into disrepute
- You will use your PF email for communicating official business and check your inbox at least weekly

Location and travel requirements:.

This is largely a role where you can work from home with a laptop or computer, phone line, and internet connection. On occasion there may be in person meetings to attend, however we also offer Zoom attendance to all meetings. You may also be required to travel to deliver training and attend hospitals in your area.

Benefits:

This is a volunteer role so doesn't carry a salary, holiday entitlement or a pension. You can claim back reasonable expenses for travel etc. upon approval from your line manager. The benefits lie in personal satisfaction and development, gaining knowledge and experience that can help you further your own goals and ambitions and in knowing that you are helping the PF to further their aims and objectives.