

JOB TITLE:	Anna Chaplaincy Lead and Dementia Specialist
LOCATION:	Home-based – working within the dioceses of Rochester
GRADE:	6
REPORTING TO:	Director of Mission and Ministry Development

PURPOSE OF JOB

To develop ministry with older people, including people with dementia, especially through working in partnership with BRF Ministries to continue to grow and support Anna Chaplaincy in the Diocese, and giving identity, definition and focus on ministry with older people.

PRINCIPAL ACCOUNTABILITIES

1. Working with the archdeaconry leads for Anna Chaplaincy to identify ways of working and effective strategies for meeting spiritual needs in later life and dementia.
2. Working with colleagues in Mission and Ministry Development to identify those called to ministry among older people and develop robust discernment, training and line management processes for this work. Ensuring a voice for ministry with older people to the Mission and Ministry Development Team.
3. Strengthening processes for recruiting, training, commissioning, and supporting Anna Friends or Anna Chaplains, and overseeing the discernment process and training for this ministry.
4. Contributing to licensed lay ministry training where appropriate, including Addressing Bias sessions, and enabling continuing ministerial development on ageing and dementia for Anna Chaplains and others in ministry roles in the diocese.
5. Reporting on the outcomes of the work to senior staff teams in the diocese.
6. Strengthening networking between churches and other organisations working to support older people.
7. Networking with others working at national church and diocesan level to develop ministry with older people.

8. Keep up to date with which churches in the diocese have dementia-related ministries, or ministries to older people, with a view to linking them with regional and national events and networks.
9. Engaging in regular supervision sessions with a trained external supervisor

SKILLS AND EXPERIENCE

- Experience of working with people with dementia and family carers and the ability to listen to their stories and relate these to the pastoral and spiritual responsibilities of the church
- Experience of working in church contexts, and an understanding of the pressures and opportunities in parish life, including the roles and responsibilities of volunteers and paid staff, both lay and ordained
- Experience of project management
- Experience of managing volunteers
- Awareness of the implications of this work for Safeguarding Adults at Risk
- Skill in communicating face to face and through written materials
- Skill in motivating and leading others
- Skill in administration: keeping records of contacts made, ensuring project milestones are communicated and facilitating networks of those with shared interests
- Ability to be self-directing in work and to manage work schedules to ensure completion of the project within specified timescales
- Is able to travel to the parishes within the Diocese of Rochester
- Able to work flexible hours outside of normal office hours

The post holder will, at times, be the public face of the Diocese, it is considered that there is an Occupational Requirement (OR) for the postholder to be a communicant member of the Church of England, or of a Church in communion therewith or of a member Church of the Council of Churches for Britain and Ireland or of Churches Together in England, or of a member Church of the Evangelical Alliance

The church takes the safety of everyone within the church very seriously and expects that everyone will work within the church safeguarding policy and complete all relevant training. In particular, the church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with their manager or safeguarding officer.

Job context:

The post holder will work within the Diocese of Rochester Formation and Ministry team.

Key relationships:

- People with dementia and carers of people with dementia in the dioceses
- Anna Chaplaincy team members

- Organisations supporting older people, people with dementia, family carers
- Parishes across the dioceses of Rochester and Canterbury, particularly those with an interest in ministry with people with dementia
- Other members of the MACE team, and formation and ministry team
- Bible Reading Fellowship's The Gift of Years
- Dementia Action Alliances, Dementia Friendly Kent and Dementia Friendly Community Forums
- Hospices
- Retreat centres in the two dioceses
- National organisations Christians on Ageing, Livability and Faith in Later Life
- Dioceses in the Church of England with a shared interest in this ministry
- Ecumenical partners working with older people locally and nationally

COMPETENCIES

Achievement Drive – A desire to meet or exceed standards, welcoming feedback, and continually seeking to improve. It includes staying focused on goals over an extended period of time.

Relationships – The ability to understand the perspectives, feelings and concerns of others and initiate, build and maintain relationships in a mutually beneficial way. Recognise one's own feelings and those of others and manage emotions effectively.

Persuasiveness – The ability to convince others of a view, conclusion, position etc. Communicating in an impactful way, tailored to one's audience.

Problem Solving – The ability to investigate and breakdown a problem or situation into its component parts, identifying implications and the key underlying issues and establish possible solutions.

Independence – A demonstrated belief in one's capability to select an appropriate approach to a situation. It includes confidence in one's judgement or opinion and showing resilience in adversity. Know when to seek the support and advice of others.

Adaptability – The ability to adapt one's behavioural style or method of approach where necessary to achieve a goal. Responds to change with a positive attitude and demonstrates a willingness to learn new ways to accomplish objectives.

Teamworking – The willingness and ability to work co-operatively and collaboratively with others toward a shared goal, contributing actively to the team. Builds positive relationships and a sense of pride within the team.

February 2026

