



# Lead Chaplain, Sizewell C

Application Pack 2024

## Contents

---

Recruitment Timeline	3
The Diocese of St Edmundsbury	4
About the Role	5
Job Description and Personal Specification details	7
Main Terms and Conditions	11

## Contact details

---

### **Human Resources**

Gilly Thorpe, HRBP Manager

[Gilly.Thorpe@sizewellc.com](mailto:Gilly.Thorpe@sizewellc.com)

### **Chaplaincy**

Archdeacon of Suffolk, Rich Henderson

[archdeacon.rich@cofesuffolk.org](mailto:archdeacon.rich@cofesuffolk.org)

---

Dear applicant

Thank you for your interest in the post of Lead Chaplain to Sizewell C. This is an exciting partnership appointment of the Diocese of St Edmundsbury and Ipswich and EDF Energy. The diocese will act as the employer for the Lead Chaplain.

We hope you find the application pack provides all the information you need in order to consider your candidature for this post. If, however, you have any further questions please initially contact Human Resources.

If you would like an informal conversation about the post, you are welcome to contact Rich Henderson, Archdeacon of Suffolk.

Email: [archdeacon.rich@cofesuffolk.org](mailto:archdeacon.rich@cofesuffolk.org)

Below are the key dates for the appointment process. Should you decide to apply for this post we look forward to receiving your application and wish you well. We will be praying for you and for all who are considering this new ministry.



## Applications

Applications must be received by **Wednesday July 10<sup>th</sup> 2024**. Application forms, with a covering letter no more than one side of A4 describing what attracts you to this role should be returned to Human Resources by email to Gilly Thorpe [Gilly.Thorpe@sizewellc.com](mailto:Gilly.Thorpe@sizewellc.com)

## Shortlisting

Shortlisting will take place on Friday 12<sup>th</sup> July 2024. To ensure the fairness of the selection process, shortlisting will be based upon the information which you provide in your application and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification. All applicants will be notified of the outcome of the shortlisting process. Information provided on the application form will be viewed by HR, the recruiting manager and interview panel. A copy of our privacy policy for job applicants can be downloaded from our website.

## Interview

Interviews will take place at the Bishop's Office in Ipswich on **Thursday 18<sup>th</sup> July 2024**. Further details regarding the selection process will be communicated at the time applicants are invited for interview, including any security screenings that may need to be completed. Following the interview process, the preferred candidate will also be asked to meet with Mr Damian Leydon, Site Delivery Director of Sizewell C, at a later date.

## Health and Safety

The appointed Chaplain will need to undertake all Mandatory Training for site workers, which includes health and safety training. Any relevant exams will need to be passed in order to have open access to the site. There will also be a full on-site induction, which includes drug and alcohol testing and Occupational Health clearance.

## Safeguarding

We are committed to the safeguarding and protection of all children, young people and adults, and the care and nurture of children within our church communities. We will carefully select, train and support all those with any responsibility within the Church, in line with Safer Recruitment principles. This means that we will:

- Ensure that our recruitment and selection processes are inclusive, fair, consistent and transparent.
- Take all reasonable steps to prevent those who might harm children or adults from taking up, in our churches, positions of respect, responsibility or authority where they are trusted by others.
- Adhere to safer recruitment legislation, guidance and standards.

Further information can be found in our Safeguarding Policy available on the diocesan website. All applicants are required to complete a Confidential Declaration Form as part of our recruitment process when an offer of employment is made. This form is strictly confidential and, except under compulsion of law, will be seen only by those involved in the recruitment/appointment process and, when appropriate, the nominated safeguarding lead or someone acting in a similar role/position. All forms will be kept securely in compliance with the General Data Protection Regulation, 2018.

# The Diocese of St Edmundsbury and Ipswich

The boundaries of the Diocese of St Edmundsbury and Ipswich, with the exception of Lowestoft and its surrounding areas and one parish in the county of Essex, are co-terminus with the county of Suffolk.

The Diocese is roughly 35 miles north to south and 50 miles east to west, having a total area of 1,439 square miles. Ipswich is the county town, and its population makes up nearly one-quarter of that of the Diocese.

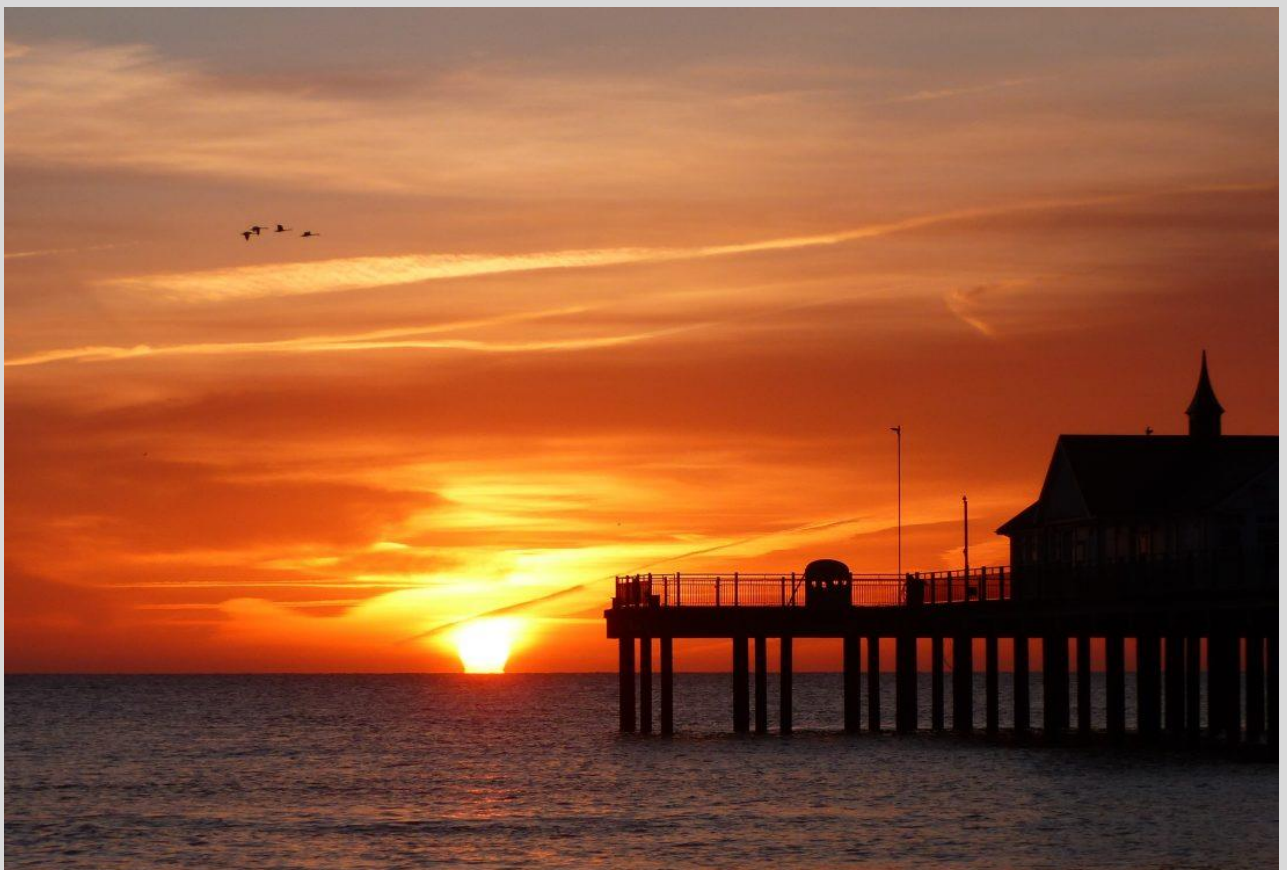
We have three archdeaconries: Sudbury (West Suffolk), Suffolk (east Suffolk) and Ipswich, each served by an Archdeacon, with a fourth Archdeacon for Rural Mission. There are 16 deaneries, 125 benefices, 442 parishes, with 478 church buildings, 419 of which are listed Grade I or II\*.

As the mother church of the diocese, and seat of the Bishop's ministry, the Cathedral Church of St James and St Edmund in Bury St Edmunds is a place of welcome, hospitality and pilgrimage to the people of the diocese and further afield. During the past 100 years, it has been extensively enlarged with the completion in 2005 of the striking Millennium Tower. Its origins go back to the great mediaeval abbey that contained the shrine of St Edmund.

Our worshipping communities of parishes, fresh expressions and chaplaincies, are enabled in their ministry by about 115 stipendiary clergy, 76 self-supporting clergy, 180 clergy with permission to officiate, 168 licensed lay ministers, and 493 Elders, a lay ministry unique to the diocese.

Our vision for the Diocese is 'Growing in God' and we have been pursuing this vision since 2014. We have four growth priorities: to grow in depth, in number, in influence and to grow younger. The great majority of benefices have identified and worked on local goals for these priorities. We have become increasingly clear that the two that resonate the most – and this has been reinforced by the experience of the pandemic – are growing in depth, and growing in influence.

More information is available at [www.cofesuffolk.org](http://www.cofesuffolk.org) and [www.cofesuffolk.org/exploring-faith/in-our-communities/chaplaincy/](http://www.cofesuffolk.org/exploring-faith/in-our-communities/chaplaincy/)



## About the Role

The Diocese of St Edmundsbury and Ipswich has been working in partnership with EDF and Sizewell C. We are delighted that Sizewell will now fund and welcome a full-time chaplain, employed by the Diocese of St Edmundsbury and Ipswich.

EDF are building two new nuclear reactors at Sizewell C in Suffolk, replicating the two that are being built at Hinkley Point C, in Somerset. These third and fourth reactors are part of a new generation of nuclear power stations in the UK providing low-carbon electricity for around six million homes.

SZC will deliver 1,500 apprenticeships and support 70,000 jobs, with at least one third of the peak construction workforce of 7,900 coming from the local area. The project will invest in local skills to ensure there is a pipeline of talent ready to not only build and operate SZC but to support the UK's future nuclear ambitions. SZC will also have a transformational impact on local supply chains, with a number of local business leaders welcoming the news that the project is now in the construction phase.

In January 2024 we have started the formal construction phase, a £250m funding package for the local community will now become available in phases as we build SZC. This funding includes £23m for community projects, £12m to support local tourism, and a £12m housing fund to boost private housing and tourist accommodation.

SZC is also engaged in many local projects to help drive social value in the region, and has a longstanding partnership with Suffolk Chamber of Commerce and MENTA, as well as third sector community organisations and charities like Inspire and Access Community Trust.

More information is available at <https://www.edfenergy.com/energy/nuclear-new-build-projects/sizewell-c>

The hamlet of Sizewell sits on the remote Suffolk coast between Aldeburgh and Southwold, in an Area of Outstanding Natural Beauty (AONB), with the shingle beach a Site of Special Scientific Interest (SSSI). Sizewell Marshes, just behind the plant, is a Special Protected Area (SPA), and the Leiston Sandlings to the south is another SPA. RSPB Minsmere, which provides reedbed, wet grassland and heath habitats for a variety of wildlife including wading birds, marsh harriers, otters, water voles and bearded tits, lies just north of the site. The nearest town is Leiston which is a small community that have endured 2 Power Stations (Sizewell A and B) construction in the past. Whilst the majority of the local population are in favour of the development, strong emotions regarding it's build can be seen.

With an anticipated workforce at peak construction of 7,900 and a site covering 792 hectares, the equivalent of 1109 football pitches, the scale of the project is enormous. Following the successful Hinkley Point C Project in Somerset, it is envisaged that at least 75% of the workforce will be working away from home, on short term contracts meaning that the community will be rapidly growing and fast changing. The Wellbeing of the workforce is a high priority for the Project, with Mental Health First Aiders and an on-site Employee Assistance Programme planned, as well as an on-site Occupational Health, Emergency Response and Minor Injury Service being present.

There is also a strong awareness of spiritual health, and the lead Chaplain will play a key role in this care. There are enormous opportunities to lead, serve and care, to live and tell the story of God's love.



Marsh Harrier relocation

## Arrangements for supervision

The Lead Chaplain will be line managed by the Occupational Health and Wellbeing Manager at Sizewell C and will be supervised by Archdeacon Rich Henderson. There will be regular meetings of all involved in the partnership to ensure fruitful collaboration and develop the chaplaincy ministry.

Applications are open to lay or ordained candidates. There is a Genuine Occupational Requirement (GOR) that the holder of this post is a practising Christian in good standing with a denomination recognised by Churches Together in England (Equality Act 2010 part 1). This post is subject to an enhanced DBS check and the Chaplain will need to complete Health and Safety training.

## Job Description

<b>Position</b>	Lead Chaplain
<b>Line Manager</b>	Occupational Health Manager
<b>Function</b>	Site Health, Safety & Wellbeing
<b>Location</b>	Sizewell C, Suffolk with occasional Travel

### Job Purpose / Overview

The purpose of the role is to develop and lead a chaplaincy team for all members of the Sizewell Project and Community. Reporting to the Occupational Health Manager the role will be responsible for building an open network and community across Sizewell C, Suffolk and beyond.

The role will develop as the Project grows with an estimated 10k individuals at its peak, hence there will be a requirement to manage additional team members.

### Contextual Information

SZC is ultimately owned by two shareholders, EDF and His Majesty's Government. The shareholders hold their investment in SZC through NNB Holdings Company (SZC) Limited. Over the course of the current shareholding arrangements the shareholdings of the two shareholders will change.

The shareholders will fund SZC up until Financial Close through equity in line with the approved schedule and budget. SZC's business is to design, finance, construct, commission, operate, maintain, and eventually decommission the nuclear power plant and related infrastructure (including activities relating to hydrogen, direct air capture and/or desalination) at Sizewell C in Suffolk. The principal objectives of the current development phase of the SZC project are to agree and implement the Capital Raise Plan, including completing an equity and debt raise, agree the core supply chain contracts and obtain the regulatory permits and licences required for the construction phase of the Project (including the core environmental permits and nuclear site licence).

Prior to the government investment decision SZC operated as part of EDF in the Nuclear Development business unit and was staffed by EDF colleagues and independent contractors who are now in the process of transferring to the direct employment of SZC. It is setting itself up as an organisation capable of delivering a new nuclear power plant, from investment case and funding, to construction, commissioning, operations, maintenance and decommissioning.

The SZC construction programme has a technical and commercial business case predicated on technical replication of Hinkley Point C. EDF will be an important supplier of nuclear capability for the SZC Programme from its established nuclear business footprint in the UK.

Key stakeholders are: UK Government, relevant Government departments and agencies including Treasury BEIS, EDF, Financial investors and institutions, Regulators, Alliance partners and local communities.

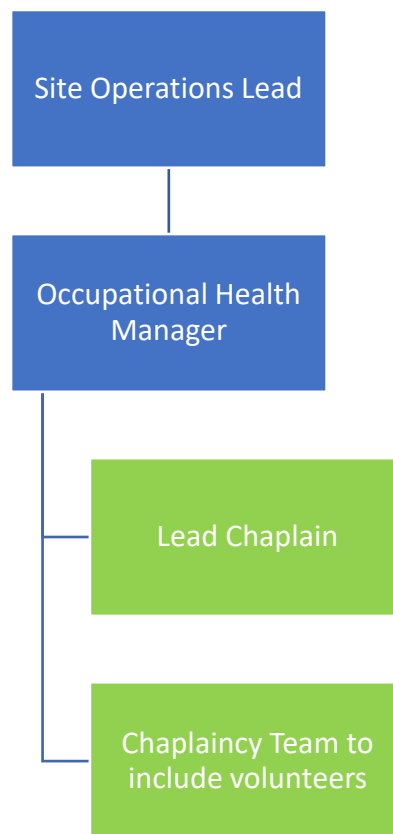
## Principal Accountabilities

- Articulate a contemporary vision for faith and spirituality across the SZC Project particularly across the SZC Site.
- Contribute to building an inclusive and cohesive community in our diverse context and to seeking the common good for all.
- Be pastorally equipped to meet complex needs and respond appropriately in times of crisis.
- Provide expertise and wisdom to a multi-faith environment that welcomes users of all faiths, cultures and spiritualities as well as those with no faith.
- Support SZC to achieve its Wellbeing Strategy aims, attend required meetings providing insight and experience to develop and progress positive mental wellbeing within the Project.
- Build and maintain first class relationships with local Faith Communities, work with Community Groups to provide ongoing support to include diversity and inclusion initiatives, as appropriate.
- Develop and maintain effective relationships with local charities and support networks in Suffolk acting as a conduit between members of the team, the leadership of Sizewell C, and local communities.
- Develop, manage and lead worshipping communities as is appropriate.
- Effective management of change providing improvement and innovation which delivers positive results for individuals, the overall workforce and the Project (in relation to Wellbeing)
- Gather qualitative and quantitative data on chaplaincy, review and report as required, highlighting trends, analysis and suggested actions on findings.
- Attend and support relevant meetings in relation to Health, Safety & Wellbeing of our people.
- Proactive interaction with the Mental First Aid Team providing support for Mental Health First Aiders both individually or as a group.
- Provide timely support to individuals (where they are), listen, offer spiritual and pastoral care and signpost as required.
- Proactively welcome and work with all team members regardless of their beliefs or position within the organisation.
- Develop and deliver support for gatherings and large ceremonies required by the organisation and communities through times of celebration and times of difficulty, to include one to one interaction as needed.
- Provide creative development of the proposed faith spaces on site and campus, enable prayer and worship for faith communities and lead these events where appropriate to the Chaplain's faith stance.
- Manage and maintain quiet space and Multi Faith Room(s) across the SZC site.
- There will be a requirement to build and develop the Chaplaincy Team, providing individual development and training for all, this team will grow as the Project develops.
- Develop and support a team of volunteers: this may be from within the SZC Project or external provision.
- Be an impartial, non-judgemental, non-anxious presence on site to all levels of the workforce and treat all the same.

PLEASE NOTE THAT SIZEWELL C IS IN A REMOTE, COASTAL AREA AND THEREFORE ACCESS TO OWN TRANSPORT, WITH ABILITY TO TRAVEL AS REQUIRED IS ESSENTIAL.



## Organisation Chart



## Knowledge, Skills, Qualifications & Experience

### Essential

- Trained to degree level in theology or an associated subject, or with an equivalent amount of experience.
- Experienced in chaplaincy or church leadership with an understanding of the demands of a modern industrial environment.
- Experience of calling, training and supporting teams of volunteers.

### Desirable

- Postgraduate qualification in ministry or chaplaincy
- An understanding of the nuclear power industry
- Experience in trauma and post incident care.
- Experience within a mental health support setting or similar.
- A clear understanding of the relevant moral and ethical issues of today's cultures, both within and without the UK
- ICT and social media literate

## Key Competencies

### Behavioural Competences – inline & linked to our Values

- A prayerful and reflective leader with management and leadership skills.
- Good communication skills with adaptability in the delivery of key messages.
- A collaborative, strategic leader, used to leading teams, balancing priorities and growing projects.
- An excellent listener with pastoral experience

- Unconditionally welcoming of all, at ease with working within an industrial and multi-cultural environment.
- Confident in what they believe but highly empathetic to others and sensitive in how they communicate their faith.

### **Humility**

Recognises the value brought from different cultures and experiences.  
Open to other's points of view and ideas, willing to debate and to compromise.

### **Positivity**

Positively challenges poor quality and performance.  
Identifies solutions at the lowest possible level.  
Encourages tier 1s and others to bring new ideas forward.

### **Respect**

Values the rules and environment in which we operate.  
Gives and receives feedback with respect.  
Embraces and engages with new people and ideas.

### **Solidarity**

Operates as 'One team', working closely together and helping each other.  
Empowers team – empowered teams always looking forward.  
Shares responsibility for delivering the project outcomes.

### **Clarity**

Communicates clearly and consistently.  
Promotes collaboration and team alignment.  
Clear and fast decision making.  
Drives simplification at all levels.

## **Training Requirements**

The training requirements for this post are detailed below / are listed in the Role Training Profile as required.

- Health & Safety – potential requirement to be on site at various times
  - CITB
  - Mental Health First Aid
  - Understanding of trauma and Psychological Health

### **Sustainable Business**

Employees are responsible for understanding and carrying out their job accountabilities in a manner which will enable SZC to be a sustainable business, financially, environmentally, and socially.

### **Health & Safety Responsibilities**

SZC's commitment to health, safety, wellbeing, and environment is clearly stated in the company policy statements and Code of Conduct.

Managers carry both legal and company responsibilities for ensuring the health, safety and wellbeing of employees, additional staff under their control, and those who might be affected by the work undertaken, i.e. public, visitors and employees of other organisations, and for minimising any harm to the environment.

Employees are responsible for ensuring they fully cooperate with all control measures that have been identified and for taking care of themselves, any other people who may be affected by their actions and the environment.

## Main Terms and Conditions

### Employed by the St Edmundsbury and Ipswich Diocesan Board of Finance

Hours of Work	Full-time [36 hours per week] with some flexibility of working hours and time off in lieu, as per Diocese of St Edmundsbury and Ipswich policy.
Salary	£54,500 per annum
Term	This is a fixed term contract for 5 years due to time limited funding, with a possibility of renewal
Pension	Pension Scheme administered by the Church of England Pensions Board. The employer will contribute 10% of the employee's pensionable salary and the employee may choose to make an additional voluntary contribution of any proportion of their pensionable salary.
Holiday	28 days per calendar year plus bank holidays. The holiday year runs from 1 <sup>st</sup> April to 31 <sup>st</sup> March. Additional discretionary days may be given at Christmas and Easter.
Expenses	All reasonable working expenses will be met at the agreed Diocesan rates.
Probation	This post will be subject to a 6 month probationary period.