



Diocese in Europe

The Pro-Cathedral of the Holy Trinity, Brussels

POST: Senior Chaplain and Chancellor

ROLE DESCRIPTION

1. Details of Post

Role title: Senior Chaplain and Chancellor of the pro-Cathedral

Name of Chaplaincy: Holy Trinity Brussels

Archdeaconry: North-West Europe

Holy Trinity has a long association with the Intercontinental Church Society (<https://www.ics-uk.org>)

Its Patron is the Bishop of London (<https://www.london.anglican.org/the-bishop-of-london>)

2. Working Relationships

Stipendiary Colleagues: Associate Chaplain (currently Acting Senior Chaplain): John Wilkinson, Assistant Chaplain: Annie Bolger.

Non-Stipendiary Minister Colleague: Assistant Chaplain: Jean Bosco Turahirwa

Clergy with PTO: Charles Kabera

Licensed Lay Minister/Readers: Arttu Makipaa, Grace Adenaken-West, Eric Sibomana, Heather Roy, Ozichi Baron, Jacob Quick. Licensed Lay Ministers in Training: Jairo Ares, Philip Milton

Anglican Central Committee: Jack McDonald (Chaplain President and Associate Chaplain at HTB), Stephen Murray (General Secretary and Area Dean)

Youth Leader(s): Youth and Children's Work Coordinator: Philip Milton (also LLM in Training).

Parish Administrators: Administration Manager: Diane Robson, Lay Treasurer: David Sayers

Director of Music: David Mitchell;

Facilities Manager: Daniel Maleki;

Cleaner: Moses Hundenu

The Senior Chaplain Participates in the ICS Conference, quarterly Belgium-Luxembourg Deanery Chapter meetings and the annual North West Europe Archdeaconry Synod.



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3. Responsibilities

General to role: To provide spiritual leadership, enable volunteers and provide direction for different ministry teams. To develop and implement the local chaplaincy's mission and strategy. To inspire and connect a diverse community. To enable people from many different cultures, theological traditions and beliefs flourish and find their place. To fulfil the calling & responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy, and other relevant legislation. To collaborate with the Bishops, Archdeacon, Area Dean and ordained and lay colleagues within the Diocese, Archdeaconry and Deanery. To ensure the provision of a high standard of worship, preaching and pastoral care.

Roles, tasks and challenges specific to this post:

- Provide inspiring spiritual leadership and confident preaching, with a strong theological foundation.
- Manage a large, talented team with confidence and authority to achieve agreed activities and outcomes.
- Line manager for clergy, facilities and administrative staff with associated professional development and pastoral responsibilities.
- Fulfil the responsibilities attached to the specific role of Holy Trinity as a pro-cathedral in the Diocese of Europe. These include serving as Canon Chancellor of the pro-cathedral and as a member of the Cathedral Chapter of the Diocese in Europe.
- Promote vocational development of lay ministers, candidates for priestly ministry and interns.
- Encourage volunteers, promote opportunities for learning and vocations for all.
- Nurture a ministry of welcome to cherish people from a wide range of cultures, identities, traditions, languages and theological traditions.
- Build and develop community spirit, hold together tensions, serve as a bridge builder, encourage cross-cultural engagement.
- Promote cross-congregation understanding and the ability to learn from people of different cultural and theological backgrounds.
- Communicate clearly and effectively to individuals from different backgrounds, including most whose first language is not English.
- Promote sustainability in relation to finances, church fabric and environmental impact.
- Grow key ministries, especially related to children & youth, music, prayer and pastoral care.
- Encourage outreach in the city of Brussels through community involvement, ecumenical cooperation, and new forms of evangelism.
- Promote a 24/7 church through improved digital and social media connections.



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Language requirements

Holy Trinity offers services and pastoral care in English and in French. The Senior Chaplain therefore needs to ensure opportunities for worship, outreach and pastoral care in both English and French languages.

The Belgian state requires the applicant to have language capability at the level of CEFR B2, within 30 months of taking up the post, in either French or Dutch.

Our requirements are that we expect all candidates to be: (i) Fluent in written and spoken English (CEFR C1-2). (ii) Either already fluent in spoken French or willing to make a commitment to reach the B2 level within two years. This is defined as “You can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. You can take an active part in discussion in familiar contexts, accounting for and sustaining your views”. (iii) Able to lead a team with the capability to minister in both English and French. (iv) Proficiency in Dutch (and other languages) is desirable but not essential for the role.

We will offer financial and practical support for any necessary language training.

Visa requirements

We welcome candidates from all nationalities. EU passport holders can hold this post without the need for a work visa. We will assist non-EU passport holders obtain the "Single Permit" which allows the holder to live and work in Belgium. This process is normally straightforward and takes around 3 months.

Housing and education support

Holy Trinity does not have its own accommodation for the Senior Chaplain. A housing allowance and a gift provided by the congregation compensate for the costs of either rental or purchase of property.

Holy Trinity is not able to finance school fees at independent schools for dependent children. Brussels has high quality schools in both French and Dutch. Belgium has excellent provision of childcare, a range of different types of schools and tertiary education. Educational institutions are used to welcoming children and young people from a range of nationalities.

The congregation has many people who can advise the Senior Chaplain about both housing and education. The church will provide support and assistance to secure suitable accommodation and education requirements.



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4. Key institutional contacts (e.g. ecumenical, local government, diplomatic etc):

- Diocesan Bishop in Europe, whose office is in the same street.
- Anglican Central Committee for Belgium, which has offices in Church House (Stephen Murray and Jack McDonald)
- Intercontinental Church Society (ICS) - Key Mission and mutual prayer and pastoral support partner for Holy Trinity and its clergy for more than 140 years and a foundational institutional relationship.
- Bishop of London – as patron of Holy Trinity.
- Social outreach partners for Community Kitchen – Serve the City, Red Cross, Salvation Army, L'Olivier and others.
- Ecumenical/Interfaith connections with other denominations and faiths.
- Edith Cavell commemorative organisations in Belgium and the United Kingdom.
- A number of national community groups including Royal British Legion.
- Chapel for Europe (<https://chapelforeurope.eu>)
- International Institutions based in Brussels (European Commission, European Council, European Parliament, NATO)
- Belgian Ministry of Justice, and Brussels Regional Government which provide financial support for Holy Trinity through “traitements” for clergy compensation (via the Anglican Central Committee) and other subsidies for worship and the church fabric.

5. Other relevant information specific to Chaplaincy:

The demographic profile of the congregation has changed markedly over the last decade. We are excited to be an international church serving a large diversity of people from many countries and backgrounds. We offer Anglican worship in English and French. A small, and diminishing, number of the congregation are of only British nationality.

Our connections to the city of Brussels are increasing significantly. The Community Kitchen involves volunteers (at least 100 passing through weekly), including many from vulnerable backgrounds, based in the church buildings seven days a week. We welcome increasing numbers of people with origins in the Global South – notably anglophone and francophone Africa and the Indian subcontinent.

We include many people who choose to worship in English or French as their second, third or even fourth language and many people with dual nationality, and/or in mixed nationality partnerships. We feature a full age profile from infants to older people.

By contrast, we have a much-reduced number of mid-career expatriates working at international institutions or multinational companies, due to Brexit and other reasons.

The consequence is that the congregation of Holy Trinity in Brussels is increasingly multicultural, diverse and heterogeneous. This presents exciting new opportunities for evangelism and mission with associated challenges, especially related to financial stewardship and safeguarding.

