

Council's Chaplain
Job Description

<u>Function</u>	<u>Duty</u>
Mayor Making	Contemplative thought
Civic Dinner	Grace
Civic Service Holy Trinity church	Civic Address
Attendance at all Town Council meetings	Contemplative thought
Mayor's Bowling match	Attendance expected supporting the Mayor, & Councillors (optional)
Mop Reception	Attendance in support of the Mayor and Council (optional)
Remembrance Sunday	Attendance in support of the Mayor and Council
Annual Town Meeting	Attendance optional
Mayoress at Home	Chaplain often asked to host chauffeurs and husbands' of guests in the Mayor's parlour (optional)
Civic Reception –SBC & Voluntary Sector	Optional but attendance is appropriate
Shakespeare Birthday weekend	Attendance in support of Mayor and Council (optional)
Pastoral responsibilities.	General interest in the well-being of Councillors especially those who are sick, in hospital or in general need of support, advice or guidance
Pastoral Visitations	Visiting of former Mayors, Consorts especially those incapacitated through disability or illness

General expectation to be in attendance at funerals of Councillors, past Mayors, Consorts etc. and to liaise with local church leaders and undertakers

Support of Office Staff

General support for the Town Clerk, officers and honorariums as and when required

General support of the Mayor

Support for the Mayor when requested in speech making and general advice on protocol, if asked for

Generally to be available throughout the year in support of the Mayor, Officers and Council

Revd D Roy Lodge MB. Psy.Med. B.Th. D. Phil. MBE.