

WORKPLACE CHAPLAINCY

Volunteering Opportunity

Dear Friends,

We are looking for volunteers with a heart to care for people in the marketplace

We are a workspace provider with a network of coworking sites across Melbourne. We exist to create exceptionally healthy environments that contain all the necessary resources to help businesses prosper. But behind every business is a person, and every person carries far more into the office than their work.

In order to care for our growing cohort of business owners and employees, we are building a Workplace Chaplaincy program. We want to place “Care” at the heart of what we do and pioneer Workplace Chaplaincy as a permanent, proactive, relational presence that’s woven into the fabric of everyday life and community.

We are writing to you because you have a heart for doing this kind of work – formally or informally. You understand what it means to hold space for someone, to listen without agenda, to be present in the ordinary moments and the moments that matter most. If this resonates with you, please keep reading.

What the volunteer opportunity looks like

As a Volunteer Workplace Chaplain, you will be assigned to one of our sites. We are asking for **4 hours per week** of simply being present to:

- Greet members and introduce them to each other to facilitate community
- Provide a calm, confidential listening presence for anyone who wants to talk through personal, family, work, or spiritual concerns
- Offer social, emotional and spiritual support to workspace members in ways that are appropriate to each person’s beliefs, background, and preferences
- Encourage wellbeing, resilience, and a healthy workplace culture
- Attend the workplace on a consistent rhythm to establish familiarity and trust
- Be a visible and approachable Workspace representative within each site so members know where to turn to be directed to support with any site issues
- Support and facilitate basic community events (i.e. putting out breakfast)
- Fill out basic interaction reporting requirements
- Be present, visible and available for informal conversations, check-ins, and personal support
- Support staff during times of stress, grief, illness, conflict, or major life change
- Maintain appropriate confidentiality and clear professional boundaries
- Recognise when a person may need specialist help and refer them to appropriate internal or external support services (resources will be provided to you)
- Undertake relevant training, supervision, and ongoing professional development

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How we want to support you

We take the care of our chaplains as seriously as the care of our members. We want to support and empower you through:

- Being part of a vibrant, professionally run chaplaincy team
- Regular mentoring and personal support through our Workplace Chaplains
- Quarterly CPD
- Funded training and accreditation support, where applicable
- Growing chaplaincy role opportunity in an expanding network of workplaces

We are looking for someone who

- Available for four hours per week
- Holds, or is willing to work toward, a Chaplaincy Australia accreditation (or equivalent)
- Warm, curious, and genuinely interested in people
- Welcomes and cares for people of all faiths, backgrounds, and stories
- Calm and discerning; able to notice what's needed and guide people toward appropriate supports
- Confident in multi-faith, interfaith, and no-faith environments
- Able to be fully present without being intrusive
- Able to listen deeply and ask questions
- Emotionally resilient and committed to self-care and supervision
- Maintains professional boundaries and confidentiality
- Able to commit to a consistent weekly rhythm
- Sees the workplace as a meaningful place for care
- Wants to help create a community where people are known, supported, and encouraged

It is a rare thing in the marketplace to find a community where people are known by name, cared for in their hardest moments, and surrounded by others who genuinely want them to thrive. That's what we want to create, and we need as many willing and able hands and hearts to make it a reality.

If this resonates with you, we would love to chat further. Please reach out to our Head of Chaplaincy at the details below. We are making appointments on a rolling basis and would be glad to tell you more about our sites, our team, and what this opportunity to make an impact could look like for you.

With gratitude for the work you are already doing,

Shady Gendy

Head of Chaplaincy

Waterman Workspaces

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To express your interest:

Please fill out this short Expression of Interest form by clicking on the link below:

[Expression of Interest: Volunteer Workplace Chaplaincy – Fill out form](#)

We will aim to be in touch within five business days.