



ROLE: VICE CHANCELLOR FOR SAFEGUARDING

Appointed By: Archbishop

Reports To: Chancellor

Status: Officer of the Province (Pro Bono Appointment)

Term: Renewable annually or as mutually agreed

Purpose of the Role:

The Vice Chancellor for Safeguarding serves as a senior advisor to the Anglican Church in North America (ACNA) on matters related to the protection of children, youth, and vulnerable adults. This role supports the Church's commitment to cultivating safe and accountable environments for ministry and provides legal and policy expertise in areas related to abuse prevention, response, and training. This role works closely with the Director of Safeguarding and Canonical Affairs and the Chancellor, as well as with other Vice Chancellors and legal support, the Executive Director, and the Archbishop.

Primary Responsibilities:

Legal and Policy Guidance

- Advise the Province on safeguarding-related legal matters, including reports of misconduct, investigations, policy development, and risk management.
- Serve as a legal advisor to the Director of Safeguarding and Canonical Affairs, the Chancellor, the Executive Director, the Archbishop and relevant provincial committees on safeguarding concerns.

Oversight and Consultation

- Provide consultative support for provincial staff navigating safeguarding issues.
- Serve as a resource in evaluating safeguarding-related incidents or investigations as appropriate, without direct investigatory responsibility.

Safeguarding Policy Support

- Advise the Safeguarding Committee and Provincial Council on revisions to provincial Safeguarding Sample Policies, documents, and trainings. .
- Support the development and distribution of educational resources and policy updates to dioceses and local churches.

Qualifications

- Licensed attorney in good standing, with expertise in areas such as nonprofit law, child protection, or employment law.
- Demonstrated experience in safeguarding, abuse prevention, or trauma-informed policy implementation.
- Member in good standing of a parish within the Anglican Church in North America.
- Strong ethical judgment, discretion, and commitment to the mission and values of the Church.

Limitations and Scope of Role

- This is a non-compensated, volunteer leadership position. Reimbursement for pre-approved travel or expenses may be arranged.
- Any paid legal engagement related to safeguarding in an ACNA diocese or parish by the Vice Chancellor or their firm must be approved in advance by the Province to avoid conflicts of interest or confusion regarding pro bono responsibilities.
- The Vice Chancellor should ensure appropriate boundaries are maintained between pro bono VC responsibilities and any paid work performed by the Vice Chancellor's firm, with prior ACNA approval for engagements related to safeguarding.