

Position:	Chaplain
Division:	Chaplaincy & Spiritual Care
Reports to:	Chaplaincy Manager
Band:	5

We all want to be part of something bigger than ourselves. And with us, you can be part of an organisation that truly makes a difference. Here's how.

YOUR ROLE **Chaplain**

To provide effective, person-centred, spiritual, and pastoral care to customers and their carers, staff, and volunteers, irrespective of cultural background, faith tradition or beliefs.

YOUR TEAM **Chaplaincy & Spiritual Care**

Works in partnership with the other members of BaptistCare to provide compassionate support and spiritual care to nurture the whole person.

OUR SHARED VALUES

BaptistCare's Shared Values have been chosen to reflect both what we as an organisation value, and what our customers have said is important to them. We all have customers and how we value each other ultimately shapes the holistic experience of all our customers.



LOVE

- Be interested and curious, ask questions and listen well
- Be patient and take the time to build relationships
- Demonstrate kindness in each interaction

RESPECT

- Pay attention to the small things that matter and give your full attention
- Be friendly and positive in your tone, smile and greet people warmly
- Recognise and compliment people for their efforts

RELIABILITY

- Follow through and do what you say you will do
- Keep people 'in the loop', updated and informed
- Be early for your commitments and deliver requests on time

EMPOWERMENT

- Assist others with your skills and expertise to achieve success
- Make things easier, simplify and provide the support needed
- Use your knowledge and experience to provide solutions to problems

Because we care

Position Description

Key responsibilities

Pastoral & Spiritual Care

To provide effective, person-centred, spiritual, and pastoral care to clients, residents, tenants, inmates or patients and their families, staff and volunteers (customers) irrespective of cultural background, gender, sexuality, denomination, faith tradition or beliefs by:

- Compassionate and attentive listening.
- Assessing the spiritual and pastoral needs of customers and designing, delivering, and evaluating person centred spiritual care initiatives in accordance with professional codes and standards of conduct.
- Providing effective, person-centred pastoral care that gives expression to the faith of believers, offers reconciliation between people and with God, supports people in crisis and suffering and helps people in their search for purpose, meaning, hope and peace.
- Conducting worship services and staff devotions as appropriate.
- Conducting staff and volunteer training as appropriate.
- Conducting funerals, and other rites of passage as appropriate.
- Participating as required in case management reviews and contributing to the development and evaluation of care plans.
- Supporting and encouraging BaptistCare staff and volunteers in living out the Christian Identity, Purpose, and Values of BaptistCare.

We adhere to the Spiritual Care Australia (SCA) Standards of Practice and BaptistCare's Chaplaincy Manual and comply with BaptistCare's Policies and Procedures.

Documentation and Reporting

We:

- Document our pastoral contact with customers in the relevant Client Management System.
- Report our pastoral activities each month in accordance with the Chaplaincy Manual.
- Maintain customer privacy and confidentiality.

Leadership and Teamwork

We:

- Attend and participate in regional chaplaincy team meetings.
- Participate in site team meetings as appropriate and participate in program planning.
- Undertake training and professional development to enhance the ministry of chaplaincy.
- Participate in Performance Appraisals.
- Liaise with and support site and program managers.
- Build teamwork and support fellow chaplains.
- Establish nurturing collaborative relationships with local churches and local community organisations.

Pastoral Care Volunteers

We recruit, train, lead and manage a team of Pastoral Care Volunteers in accordance with the Pastoral Care Volunteers Procedural Manual.

Work Health & Safety (WHS)

We take care of our own and others health and safety by:

- Working safely to minimise risks to self and others.
- Complying with Work Health and Safety (WHS) policy and procedures.
- Reporting any hazards, near misses or incidents through the appropriate channel.
- In the event of a workplace injury, participate, contribute and engage in Return-to-Work plans.
- Role model appropriate "positive duty" behaviours with regards to Respect@Work.

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Position Description

Key requirements

Essential qualifications and experience:

- Tertiary qualifications in chaplaincy / pastoral care OR tertiary theological qualifications with a willingness to undertake chaplaincy / pastoral care specific training within the first 12 months of employment.
- Ability to demonstrate a high level of Christian spiritual maturity with a pastoral heart.
- Active involvement in and recommendation from a local Christian Church.
- Chaplaincy or pastoral care experience.

Civil Chaplains (Corrections and Hospital)

- Theological tertiary qualifications (in line with CCAC endorsement).
- Clinical Pastoral Education (CPE) course or equivalent; or be prepared to undertake a CPE course or equivalent in the first year of accreditation (in line with CCAC endorsement).

Essential competencies:

- A personal commitment to growth in the Christian faith.
- Ability to recognise the spiritual and pastoral needs of customers and to design, deliver and evaluate person centred spiritual care initiatives in accordance with professional codes and standards of conduct.
- Ability to develop and maintain positive working relationships with customers and to work effectively as a member of a multi-disciplinary team.
- Ability to facilitate safe and welcoming spaces which provide a sense of community and belonging.
- Treat all customers with equity, respect, and dignity.
- Provide spiritual and pastoral care in ways that respect and value diversity, e.g. age, race, faith, culture, disability, gender, spirituality, and sexuality.
- Ability to work within BaptistCare's Purpose and Values and willingness to promote its Christian identity.
- Ability to work within BaptistCare's Policies and Procedures.
- Excellent interpersonal and communication skills.
- Ability to supervise, support and train pastoral care volunteers.
- A demonstrated commitment to self-nurture and self-care.
- demonstrated commitment to maintain professional boundaries, and professional spiritual development.

Desirable qualifications, competencies, and experiences:

Aged Care Chaplains

- Understanding of the spiritual and pastoral needs of those living with dementia, loss, grief and bereavement, long term illness, relationship disharmony, mental health, disability, loneliness, or receiving palliative care.
- Visiting customers in homes and hospitals as appropriate.

Community Services Chaplains

- Experience working in a community setting and / or work experience outside of a church or chaplaincy role.
- Experience working with people who have complex needs, including living with disadvantage or poverty, domestic or family violence, mental health, or trauma.
- Group work training and experience or willingness to undertake training.
- Ability to support the HopeStreet team to work within the principles of social justice, harm minimisation, trauma informed care and strength-based models.

Because we care

Position Description

Civil Chaplains (Corrections)

- Understanding of the spiritual and pastoral needs of, and supporting those struggling with their incarceration, grief and loss, anger, frustration, bewilderment, or guilt.
- Working alongside other professionals in the correctional centre, to ensure that the needs of the whole person is met and help inmates apply spiritual resources that encourage healing and behaviour modification.

Civil Chaplains (Hospital)

- Understanding of the spiritual and pastoral needs that will contribute to individuals' healing and recovery.
- Participating as required in case management reviews and contributing to the development and evaluation of patient care plans.
- Working with the local health district to provide compassionate support and spiritual care.

Other important information

Here are some other important items to take note of:

- This Position Description and your letter of offer outlines the terms and conditions of your employment.
- This Position Description is a summary of the key responsibilities of the role. From time to time the position holder may be required to fulfil other reasonable responsibilities, not outlined here, within their qualifications and capability.
- You will successfully complete all prescribed mandatory training and participate in an annual plan and appraisal development process.
- It is a requirement of the role that you undergo a Police Background Check.
- It is a requirement of the role that you have a current Working with Children check clearance.
- It is a requirement of the role of Residential Aged Care chaplain that you have a current NDIS worker check clearance.
- It is a requirement of the role of 'at home' Aged Care chaplain to have a current driver's licence and willingness to use own vehicle.