

**Health Ministry Name
Job Description**

**Job Title: Chaplain
Department:
Reports To:**

**Pay Grade: TBD
FLSA: Exempt**

POSITION SUMMARY:

The fundamental function of the Chaplain is to make tangible the Presence and Grace of God as he/she provides ministry in the health care setting. The Chaplain offers a safe haven for others to place their burdens, struggles, concerns and joys before God. As a trained professional, the Chaplain is called upon to step into the journey of the other, and hear beyond the spoken words the significance of the other's experience or story while inviting them to discover how God is manifested in their own unique humanness. The Chaplain assists individuals with spiritual and emotional integration of their current health crises/or situation by engaging the other in an encounter with the Sacred in the midst of their experience. The Chaplain invites the other to a deeper discovery of self and recognition of how God is acting in, through and with them and others.

The Chaplain participates in a wider dimension of God's healing Presence to humanity by providing leadership and education within the health care setting that contributes to shaping a culture where, the Word of God, is lived out through our thoughts, words and actions which embody spirituality, core values and the mission of the healthcare system.

This role is lived out at an individual level with patients, families, associates, physicians etc. It is also lived out at the organizational, community, and departmental level.

POSITION ACCOUNTABILITIES:

1. Assesses, provides, and documents effective pastoral care to patients, families, and staff. This includes but may not be limited to: crisis ministry, grief and bereavement ministry, sacramental ministry, end of life care, and spiritual and emotional support services.
2. Provides spiritual care that is informed by and respects cultural religious differences.
3. Provides leadership and education that shapes a culture of spirituality, Mission, and Core Values.
4. Facilitates ethical decision-making and values discernment with patients, families and associates, making appropriate referrals as needed.

Examples includes end of life decisions, interpreting advance directives, code status, etc.

5. Interfaces with the community and local clergy to provide education and improved pastoral services.
6. Proactively partners with the VP Mission to implement Ascension Health initiatives, i.e. Workplace Spirituality, Exceptional Patient Experience, etc.
7. Effectively coordinates sacraments, rituals and worship.
8. Participates in interdisciplinary delivery of holistic patient care services through rounding, departmental meetings, and family conferences, etc
9. Performs other duties and responsibilities as assigned.

POSITION QUALIFICATIONS

1. Required Certifications, Registration or Licensure:

- Certification required or obtainable within 3 years of hire as recognized by the Spiritual Care Collaborative of APC, NACC, CAPPE/ACPEP and NAJC.

2. Minimum Knowledge and Education:

- Master's degree in theology, divinity, religious studies, pastoral ministry, or spirituality is required.
- Four units of Clinical Pastoral Education required. (One unit=400 hours of supervised clinical training).

3. Minimum Work Experience:

- One year of healthcare ministry experience required.

4. Required Knowledge: (based on competencies from Common Standards)

- Pastoral theology that is both contemporary and functional and integrated into professional practice.
- Current theology, ecclesiology, spiritual and sacramental practices within the Roman Catholic tradition as well as other traditions.
- Must be familiar with and able to facilitate Medical/ethical issues within the guidelines of the *Ethical and Religious Directives for Catholic Healthcare Services*.
- Knowledge of Professional Association's Standards and Code of Ethics and the ability to integrate these into practice.
- Working knowledge of family systems and dysfunctions.
- Spiritual and emotional issues encountered in the health care setting.

5. Required Skills and Abilities: (based on competencies from Common Standards)

- Proficiency in the action-reflection process of communicating.
- Ability to be self-reflective, have a clear sense of personal identity, and well grounded in a relationship to God, self and others.
- Ability to build peer relationships and relate to others.
- An awareness of, and ability to articulate ways in which their feelings, attitudes, values and assumptions affect their ministries.
- Ability to function effectively under stress, to cope with crisis situations and to respond creatively to a multiplicity of challenges.
- Ability to use spiritual assessment, planning, intervention and evaluation in the clinical setting.
- Ability to understand and help others discover meaning in the experiences of suffering, grief and loss.
- Understanding of the ways in which psycho-social dynamics and cultural/ethnic differences affect pastoral care practices.
- Ability to provide intensive and extensive pastoral care to persons in various life situations and crisis circumstances.
- Capacity for intervening in chronic and acute situations.
- Ability to initiate, deepen and terminate pastoral relationships.
- Skills in utilizing pastoral perspective and competence in a variety of functions, such as worship, teaching, administration, and team building.
- Skills in facilitating decision-making based on an understanding of religious heritage, theological values, behavioral sciences, networking, system thinking, ethical principles, and the individual's own values.
- Evidence of understanding the operational systems in the clinical setting.
- Ability to function as an integral member of an interdisciplinary team.
- Facility in communicating with other disciplines through use of referral systems, chart entries, and other mechanisms in the clinical setting.

APPROVALS

Human Resources: _____
Department Head: _____

New Entry Date:
Revision Date: