



SENIOR LIVING COMMUNITIES
MISSION STATEMENT: Guided by our Christian heritage, we serve seniors of all faiths and create new possibilities for quality living.

<p>Department: Wellness FLSA Status: Exempt Reports to: Administrator Amount of Travel Required: 0-10% Positions Supervisor: None</p>
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Chaplain

POSITION SUMMARY

Provide the pastoral needs of residents, families, and staff. Conduct religious worship and perform other spiritual functions associated with beliefs and practices of religion. Provide spiritual and moral guidance and assistance to residents, families, and staff to understand more fully life's events as they relate to their emotional and spiritual well-being.

ESSENTIAL FUNCTIONS

Essential Duties

1. Prepare and deliver sermons or other talks.
2. Organize and lead regular religious/spiritual services, classes, and programs.
3. Share information about religious/spiritual issues by writing articles, giving speeches, or teaching.
4. Counsel residents, families, and staff concerning their spiritual, emotional, or personal needs.
5. Visit people on-site, in homes, hospitals, or other skilled facilities to provide them with comfort and support.
6. Administer religious rites or ordinances.
7. Conduct special ceremonies, such as weddings, funerals or memorials.
8. Plan and lead religious education programs to address the spiritual needs of the residents and their families
9. Respond to requests for assistance during emergencies or crises.
10. Participate in fundraising activities to support congregational activities or facilities.
11. Organize and engage in interfaith, community, civic, educational and recreational activities sponsored by or related to their religion.
12. Cultivate a pastoral network within the Villages as well as with other facilities
13. Maintain confidentiality of all pertinent information regarding resident care/need in order to assure protection of Resident Rights.
14. Participate in care conferences, consulting with the team caring for the resident, to evaluate the resident's needs and plan for continuing services when asked.
15. Assist with transferring residents to and from wheel chairs at chapel events.
16. Attend and participate in all appropriate meetings and training opportunities in order to keep informed on current information and skill development.
17. Follow established policies and procedures including but not limited to:
 - o Presbyterian Villages policies and procedures.
 - o Safety policies and procedures.
 - o Federal, state and local regulations.
18. All other duties as assigned

ESSENTIAL COMPETENCIES

- **Accountability** - Ability to accept responsibility and account for his/her actions and deliver upon expectations.
- **Listening** - Ability to actively pay attention and seek to understand.
- **Relationship Building** - Ability to form a meaningful and genuine connection with our residents, each other and the community.
- **Respect** - Ability to show treat all with dignity and worth.
- **Time Management** - Ability to utilize the available time to organize and complete work within given deadlines.
- **Communication, Written and Oral** - Ability to communicate effectively with others using the spoken word and writing clearly and concisely. Ability to follow verbal and written directions.
- **Technical Aptitude** - Ability to identify and analyze spiritual concerns/needs and develop appropriate action plans
- **Patience** - Ability to act calmly under stress and strain, and of not being hasty or impetuous.
- **Coaching and Development** - Ability to provide guidance and feedback to help others strengthen specific knowledge/skill areas.
- **Judgment** - The ability to formulate a sound decision using the available information.
- **Tolerance** - Ability to work successfully with a variety of people without making judgments.
- **Ethical** - Ability to demonstrate conduct conforming to a set of values and accepted standards.
- **Honesty / Integrity** - Ability to be truthful and be seen as credible in the workplace.
- **Friendly** - Ability to exhibit a cheerful demeanor toward others.
- **Tactful** - Ability to show consideration for and maintain good relations with others.
- **Problem Solving** - Ability to find a solution for or to deal proactively with work-related problems.
- **Reliability** - The trait of being dependable and trustworthy.
- **Empathetic** - Ability to appreciate and be sensitive to the feelings of others.
- **Autonomy** - Ability to work independently with minimal supervision.
- **Diversity Oriented** - Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type.
- **Safety Awareness** - Ability to identify and correct conditions that affect employee safety.

SKILLS & ABILITIES

Education:

Bachelor's Degree in religious studies or related field

Experience:

Six months to one year prior chaplaincy experience

Experience in long term care environment preferred

Computer Skills:

Ability to operate a computer with basic comprehension of Microsoft Office Software.

Certificates & Licenses:

Chaplaincy service credential

PHYSICAL DEMANDS

- Stand
- Walk

