The Interchurch Council for Hospital Chaplaincy

*Te Kaunihera Whakawhanaunga o nga Minita Hohipera, Hauora*

**JOB DESCRIPTION – HOSPITAL CHAPLAIN / LEAD CHAPLAIN**

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| **Position title** | **Hospital Chaplain / Lead Chaplain Part-Time (0.7 FTE)**  |
| **Location** | **Whangarei Hospital, Northland DHB** |

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| **The Role of ICHC and the Hospital Chaplain** |
| The purpose of this position is to provide pastoral, spiritual and religious care, as required, to all within the hospital and DHB community. The Interchurch Council for Hospital Chaplaincy (ICHC), which is a collaboration of a broad range of churches, is committed to providing Christian Chaplains within Aotearoa New Zealand’s healthcare environment. We are committed to principles of partnership, participation, and protection expressed in the Treaty of Waitangi. We are purposeful in promoting, maintaining and developing relevant and flexible Chaplaincy (Spiritual Care) services to all those within Aotearoa New Zealand’s Public Hospitals regardless of religious affiliation, faith orientation, belief system, ethnicity, gender or sexual orientation.The purpose of our ministry is to provide spiritual care that compassionately helps hospital patients, and their whānau:* seek and express meaning and purpose,
* experience connection to the moment, to self, to others, to nature, and to the significant or sacred,
* seek inner freedom, wellbeing, and peace of mind, and
* live and flourish and find hope amidst challenge, pain, or difficulties.[[1]](#footnote-2)

Chaplains do this as an integral part of multidisciplinary healthcare teams within our healthcare system providing holistic care to all.  |

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| **Primary Reporting Line** | **Regional Manager**  |
| **Key internal relationships** | ICHC Regional Chaplaincy Manager (overseeing the region)ICHC National Office[Lead Chaplain]Chaplains Local Chaplaincy Committee.Senior Catholic Hospital Chaplain Volunteer Chaplaincy Assistants |
| **External relationships** | Patients and whānau DHB Staff, including the DHB liaison and ward staffLocal ChurchesCommunity groupsLeaders of faith/spiritual organisations  |

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| **Functions and responsibilities (key activities, task and outcomes to be achieved)** |
| * Your primary responsibility is to deliver spiritual healthcare to patients suffering ill health or accident, to their whānau, and to staff within a public hospital.
* Chaplaincy is delivered in a team context and you will be expected to work collaboratively and respectfully with Chaplaincy and DHB colleagues
* This positon will be dedicated to supporting patients in a wide range of medical, surgical, rehabilitation and mental health wards as requested by staff, patients, and whānau, and agreed with your lead chaplain/regional manager.
* Respond to crisis calls from hospital staff, patients and whānau including "on call" hours.
* Regularly, and on request, visit wards and units to provide spiritual care and attend appropriate meetings within the hospital as guided by your lead chaplain/regional manager.
* Conduct spiritual and religious services and rituals in the hospital.
* If requested and appropriate refer to other religious or spiritual leaders.
* Train and supervise Volunteer Chaplaincy Assistants (VCAs) as guided by the lead chaplain/regional manager.
* Assist the chaplaincy team and ICHC with other duties as required. This may include promoting hospital chaplaincy to groups in the wider community.
* Ongoing professional development as directed by your regional manager in consultation with the lead chaplain/regional manager. This will include working towards becoming an accredited chaplain or maintaining accredited status.
* To record all your Chaplaincy activities in the designated Results Based Accountability system in a timely manner to facilitate the provision of reports to the Ministry of Health.
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| **Preferred Competencies** |
| * Effective and personable communication skills and a positive and respectful attitude towards others.
* A patient centred focus.
* Shows, empathy and compassion including excellent listening and pastoral skills.
* Good level of religious, spiritual, and ideological understanding.
* Commitment to the vision, mission and values of ICHC.
* Articulate in written and spoken English.
* Some fluency in Te Reo Māori, ability to pray or read karakia
* High level of cultural awareness and sensitivity.
* Have undertaken at least one unit of Clinical Pastoral Education.
* Able to work effectively as part of the multidisciplinary team (MDT) and actively contribute within MDT meetings.
* To be in good mental and physical health.
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| **Key job requirements** |
| * To adhere with all ICHC policies including the policies as agreed in the MoU between ICHC and the DHB.
* To uphold and reflect the values of the DHB and adhere to the DHB policies, including health and safety, infection control, patient confidentiality and patient’s privacy, event reporting and personal safety.
* The ability to provide care to all people with sensitivity and regard to their cultural and religious background whatever their church or religious affiliation or absence of affiliation.
* Current letter of ordination, accreditation, good standing or equivalent from your denomination.
* Experience in hospital chaplaincy, pastoral counselling or in other relevant ministry.
* Good self-care discipline and committed to regular supervision and spiritual direction.
* A current driver’s licence.
* Police Vetting Check clear of offences incompatible with the care of others.
* Basic computer literacy, including the ability to use email and produce and amend printed documents and to learn to use the simple ICHC chaplains’ weekly review site.
* Willingness to work as an active and effective member of the chaplaincy team.
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I have read and understood the above Job Description and accept all the above responsibilities incorporated herein.

Signed:

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1. Puchalski, C. M., Vitillo, R., Hull, S. K., & Reller, N. (2014). Improving the spiritual dimension of whole person care: reaching national and international consensus. *Journal of palliative medicine*, *17*(6), 642–656. doi:10.1089/jpm.2014.9427

Tees, Esk & Wear Valley NHS trust (UK) service users and staff coproduction, The Spirituality Flower, accessed on line <https://www.tewv.nhs.uk/services/spirituality/> 14:28 29/10/2019 [↑](#footnote-ref-2)