



JOB DESCRIPTION

JOB TITLE:	Chaplain
DEPARTMENT:	Pastoral Care
REPORTS TO:	Director, Community Enrichment

WHO WE ARE

Menno Place is one of BC's largest campuses-of-care ranging from independent living to complex care for 700 residents over 11.5 acres in Abbotsford, BC. Founded in 1953 by the Mennonite Benevolent Society, Menno Place has the privilege of serving the physical, emotional, spiritual and relational needs of residents, families and staff alike. Our mission is to reflect God's love by providing facilities and services that express our commitment to excellent resident and family-centred care and enable residents to live with hope and dignity.

The Mennonite Benevolent Society Board is comprised of active participants in Mennonite congregations, primarily Mennonite Church British Columbia (MCBC) and the British Columbia Mennonite Brethren Conference. These Mennonite Conferences are evangelical Anabaptist in their theology.

JOB SUMMARY

Under the direction of the Director, Community Enrichment and working from a Christian Faith based perspective, the Chaplain provides pastoral care for residents, staff and families on the Menno Place Campus of Care in harmony with the Vision, Mission and Values of Menno Place. The Chaplain provides emotional and spiritual support for residents and families from move-in through daily life, the palliative journey and bereavement. This support is integral to the Mission of Menno Place – "to reflect God's love by providing facilities and services that express our commitment to excellent resident and family-centered care and enable residents to live with hope and dignity". The Menno Place Chaplain embodies the Menno Place mission in their words, actions and convictions.

This position requires teamwork, communication, cooperation, and inter-disciplinary teamwork. It is expected that the individual in this position contributes to a positive, safe working environment, takes instruction well and cooperates with his/her supervisor and co-workers. This person manages his/her time well and participates in continuous quality improvement of services provided.

DUTIES & FUNCTIONS:

1. Welcomes new residents, does initial assessment, and invites spiritual connection for the resident with spiritual leaders from their religious affiliation.
2. Provides day-to-day pastoral care for Menno Place, responding to the spiritual needs of the residents, families, and staff. May visit residents at Abbotsford Regional Hospital.

3. Has a resident-and-family-centered approach to care. Provides support that enables residents and families to better live with hope and dignity. Consults with residents, families and members of the Leadership Team to plan programs that will best meet the needs of Menno Place residents.
4. Coordinates and leads devotions, Bible studies, Chapel programs, Sunday Worship Services, Staff Prayer Group, Hymn/Worship sing-a-longs and individual visitations with the residents.
5. In conjunction with the Manager of Recreation and other Chaplain(s), invites community, church and worship groups, chapel speakers, pastoral / palliative care volunteers to participate in the spiritual care ministry.
6. Coordinates and schedules pastoral care volunteer training in collaboration with the other Chaplain(s). Works in collaboration with the Manager, Recreation and Volunteers to ensure all pastoral volunteers are recruited, oriented, trained and effectively supervised.
7. Coordinates and leads LiveStream ministry via the Menno TV channel, including prayer, announcements, chapel services, communion and other programs as required.
8. Serves, if requested, in an official capacity at resident funerals in Menno Place Chapels or in other churches / locations. Coordinates the annual site-wide memorial service in collaboration with the other Chaplain(s). Provides bereavement support as appropriate.
9. Supervises Chaplaincy students and/or Chaplaincy volunteers on practicums or Christian Work experience.
10. Transports residents by pushing wheelchairs and meets other physical needs of the residents, as may occasionally be required when working with them.
11. Participates on committees and in facility meetings, e.g. interdepartmental meetings, care conferences, ethics committee, etc.
12. Maintains statistical and resident development records for Continuous Quality Improvement purposes.
13. Provides pastoral counselling services for Menno Place residents and makes referrals to appropriate agencies or churches.
14. Maintains records related to pastoral care assessments, resident demographics and faith affiliation.
15. Liaises with local colleges and seminaries and coordinates all student practicum or intern positions in collaboration with the other Chaplain(s).
16. Meets with chaplain colleagues at least once per month for check-in.
17. Performs other related duties.

QUALIFICATIONS

Education, Training and Experience

- Training in Theology (Bachelor or Master Degree); Chaplaincy and Spiritual Care (Master Degree); or Pastoral ministry plus two years' recent related experience; or an equivalent combination of education, training and experience
- Alignment with the convictions of Mennonite Church Canada and/or the Canadian Conference of Mennonite Brethren Confession of Faith
- Beneficial Training / Experience:
 - Training and/or experience in working with older adults and supporting individuals who are living with cognitive impairment, physical disability, loneliness or depression
 - Training and/or experience addressing needs of residents and families encountering loss, bereavement, crisis, disability, family dynamics, and end-of-life (the palliative approach) to contribute to dying well and celebrating the life of every resident who passes away

Skills and Abilities

- Ability to build rapport, exhibit respect, maintain an individual's dignity/self-worth and relate sensitively with a wide variety of residents, families and staff with diverse values, beliefs and backgrounds (eg. cultural, socio-economic, spiritual)
- Physical ability to carry out the duties of the position
- Ability to operate related equipment and computer software
- Excellent active listening skills, verbal, and written communication skills (English)
- Self-directed worker with sound judgement and critical thinking; ability to function effectively and independently in an ever-changing environment
- Upholds and models ethical and professional standards
- Conducts themselves in a manner that emulates the values and standard of trusted, compassionate Christian care and services at Menno Place
- Good standing and endorsement within their denomination

Health & Safety

- Is aware of their rights and responsibilities and follow all health and safety policies and procedures
- Works safely to reduce the risk of injury to self, co-workers, and residents
- Is alert to and promptly reports all actual or potentially hazardous situations to immediate supervisor. Does not operate or use faulty equipment
- Promptly reports personal injury to supervisor and seeks first aid as needed
- Participates in fire safety demonstrations and fire drills, and knows the facility fire and disaster plan
- Current and clear vulnerable persons Criminal Records Check
- Tuberculosis screening that has been completed no more than 12 months prior to hire date
- Proof of COVID vaccination