

Centre for Christian Studies

## **Learning Circle Volunteer Chaplain**

### **Policy:**

One volunteer chaplain may be invited to participate in each Learning Circle offered by CCS. In Theme Years, the CCS Learning Circle Chaplain becomes a member of the Learning Circle to be available to provide spiritual/pastoral care to other Learning Circle participants. Normally the Chaplain for Leadership Development Modules and Integrating Year Learning Circles will be on an “on-call” basis.

The Chaplain will be accountable to the CCS Program Staff, who will provide support and feedback. The Chaplain will be required to review and agree to CCS’s Harassment Policy and Justice and Education Stances and to keep appropriate confidentiality.

### **Background**

The provision of pastoral care at a Learning Circle is a responsibility shared among all the participants. However, the intensity of the Learning Circle, or the nature of the pastoral need, sometimes requires the attention of someone dedicated to providing pastoral care.

The Chaplain participates in the majority of the learning circle, although has several blocks of free time while students are engaged in specific project work.

### **Protocol:**

#### **Application Process**

Applications will be received from those interested in this opportunity. It is a volunteer position and Chaplains will be responsible for the costs of travel, accommodation and food. CCS will contribute materials and supplies (such as reading package). Applicants should forward a resume and a one page cover letter detailing their pastoral skills/experience and explaining their interest in this position and the names of 3 referees. The Program Staff will determine who the Chaplain will be. A Police Records Check is required.

### **Benefits to the Chaplain**

The Chaplain will benefit from this experience by:

- receiving a continuing education experience
- updating exposure to theology and theory in the theme areas of the circle
- enhancing pastoral care skills by practising them in an environment with intentional feedback and support
- learning in the midst of an energized and spirited community of learner-leaders
- contributing to the formation and education of people preparing for ministry
- developing educational leadership skills
- deepening appreciation of diaconal ministry
- participating in a team ministry

- making a significant contribution to the work of CCS

### **Tasks**

- attend the full Learning Circle (16 days)
- participate in most of the curriculum activities, except where determined not to be appropriate, or when fulfilling Chaplain responsibilities
- prepare for the Learning Circle by completing the readings
- clarify confidentiality expectations with participants
- keep appropriate confidentiality
- be attentive to the pastoral/spiritual needs of the students, staff and other volunteers
- demonstrate an openness and availability to offer pastoral care
- initiate pastoral care when appropriate
- respond to requests for pastoral care in a timely manner
- recognize when the needs exceed the scope of short-term pastoral care and make referrals as appropriate
- participate in an evaluation of the chaplaincy and write a brief report for the Program Committee

### **Qualifications**

- proven skills in providing pastoral care
- openness to being a life long learner
- ability to dedicate 16 days (plus travel) to attend the Learning Circle