



## Chaplaincy Mandate Memorial University, St. John's, NL

### Mission Statement

The mission of Chaplaincy is to provide spiritual guidance, resources, and support for students, faculty and staff at Memorial University.

### Implementation

In an institution that encourages reflection, growth, change, decision making and testing, Chaplaincy provides resources, guidance and support for those involved in this process. Chaplaincy brings a faith dimension to contemporary issues such as peace, justice, technology and science, and provides a forum for interaction, a non-threatening environment, opportunity for fellowship, and individual pastoral counselling and support. This is achieved in the following ways:

- ***Promotion of ecumenism and inter-faith dialogue:*** Chaplains support and contribute to an open and collegial atmosphere within the Chaplaincy Office. Respect and tolerance is given to differing religious practices, theologies and beliefs both within and outside of the Chaplaincy Office. Each Chaplain is willing to work with and be open to pastoral care/counselling with students, faculty and staff of all faiths and denominational traditions. Chaplains cooperate in facilitating regular and periodic spiritual observances.

- ***Promotion of Chaplaincy Team as service provider to entire student body:*** Chaplains work as a team on various student service projects.

- ***Respect and support of secular environment:*** Within a secular environment, Chaplains encounter and work productively with students, faculty and staff with wide-ranging beliefs, attitudes, social/political views, sexual orientations and cultural practices. When the beliefs, attitudes, views and practices of students, faculty and staff are in conflict with those of the Chaplains, Chaplains model openness, tolerance, respect, and a non-judgmental attitude.

### Qualifications and Accountability

Preference for Chaplaincy positions is given to candidates with a Master's degree from a recognized university. The minimum requirement for a Chaplaincy candidate is a bachelor's degree from a recognized university or affiliated college to a recognized university. Qualified candidates must be approved by an official sponsoring religious body prior to making application for a Chaplaincy position.

It would benefit Chaplaincy candidates to have at least one unit of Clinical Pastoral Education (CPE) from the Canadian Association for Pastoral Practice and Education (CAPPE) or its equivalent as deemed suitable by the University, or be willing to complete these requirements within two (2) years of appointment. This designation is mandatory for continued participation in the Counselling Centre's inter-professional team.

Chaplains are expected to report to the Director of the University Counselling Centre (UCC) on a regular basis, as well as to their respective religious bodies. Yearly reports submitted to sponsoring faith organizations should be copied to the Director. Monthly reporting to the Director will be done through the Chaplaincy Chair, who is elected from among the Chaplains. The Chaplaincy Chair will meet with the Director regularly to discuss programming, policies and issues related to Chaplaincy, the UCC and the campus at large.

### **Appointment and Application Process**

Chaplains are appointed for a term of up to five (5) years, renewable in consultation with the sponsoring faith organization. The first twelve (12) months of the appointment will be a probationary period, with a review done by the Chaplaincy Advisory Committee prior to the first anniversary of the appointment.

To apply for a Chaplaincy position, a letter of recommendation by the sponsoring faith organization, along with a CV and letter of intent from the candidate must be received by the Director of the Counselling Centre at least four (4) months in advance of the appointment start date.

The Director will call a meeting of the Chaplaincy Advisory Committee to review applications, interview qualified applicants and make recommendations for appointment. These recommendations will then be forwarded to the Dean of Student Affairs and Services for a final decision on the appointment. Successful candidates and sponsoring faith organizations will be notified in writing of the appointment by the Dean of Student Affairs and Services.

*(Mandate was adopted at the June 27, 2006 meeting of the Chaplaincy Advisory Committee and revised at the June 11, 2008 meeting of the Chaplaincy Advisory Committee.)*