

# Volunteer Chaplain

<b>Role:</b>	Volunteer Chaplain	<b>FLSA Status:</b>	Exempt Volunteer
<b>Department:</b>	Volunteer Services		
<b>Reports to:</b>	Volunteer Program Specialist	<b>Date:</b>	Ongoing

## Volunteer Position Summary

Volunteer Chaplains provide for the spiritual needs of medical patients and their families, as well as Mason Health staff members. Our Volunteer Chaplains are spiritual care professionals grounded in communities of faith and are informed by professional education and training relevant to a hospital setting. Volunteer Chaplains demonstrate respect for the cultural and religious values of those they serve and refrain from imposing their own values and beliefs.

## Commitment

Timeframe: Sun-Sat, any time of the day on-call, weekly shifts limited to normal business hours

Length of Commitment: Minimum 6 months

Estimated Weekly Hours: 3 hours in-person per week, 1 one-hour meeting a month, once-a-month 7 day stretch of on-call duties

Location: Main Hospital

Age Minimum: 18+

*Total Minimum Hours: 70 hours minimum*

## Duties and Responsibilities

- Partner with the charge nurse in ICU, MSP, ED, and Birth Center to get referrals of patients or staff who may benefit from a pastoral visit.
- Assist patients and/or staff in prayer, contemplation, or search for spiritual guidance.
- Empower patients to advocate for their personal requests, both spiritually and in their own health choices.
- Consult their provider to best determine how and when to aid the patient.
- Provide sympathetic support, encouragement and spiritual companionship to patients and staff.
- Answer patient's non-medical questions and listen to any patient concerns.
- Report any concerns/issues to patients' clinical care team.
- Attend monthly meetings with the Volunteer Program Specialist.
- Be available during assigned volunteer times, including on-call shifts.
- Respect a patient's desires, including respecting their space and leaving the patient when requested.

## Communication & Professional Behavior

- Adhere to the *Common Code of Ethics for Chaplains, Pastoral Counselors, Pastoral Educators, and Students*.
- Professional interaction with Mason Health/MGHF volunteers, staff, donors, patients, and community members, adhering to HIPAA compliance mandates regarding patient confidentiality information.
- Demonstrates personal and professional responsibility and accountability including appearance, attendance, and punctuality, calling in as soon as possible when unavailable on a scheduled volunteer day.
- Willingness to learn, be flexible, able to work in a fast-paced environment, and responsive to change.
- Able to accept feedback, correction and direction for work process improvements.

## Organizational Responsibilities

In addition to the duties and responsibilities listed above, all employees and volunteers are expected to support the Mason Health mission, vision, and values; comply with District policies and procedures; and conduct themselves in an ethical, professional, respectful, and collaborative manner at all times.

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All patient and/or staff information is to be kept confidential. Volunteers must not give medical advice to clients and will be trained in the resources available to help patients and families get questions answered. All Volunteers and employees are required to participate in annual safety trainings.

All Volunteers are required to provide the Volunteer Program Specialist with the following documentation:

- Regardless of if volunteer receives annual COVID-19 vaccination or not, they must provide a signed declination form and evidence of vaccination.
- Regardless of if volunteer receives annual flu vaccination or not, they must provide a signed declination form and evidence of vaccination.
- Take an initial TB test, and annually answer a short survey regarding TB symptoms.

## **Required Qualifications**

Education: Minimum Bachelor's degree

Experience: Prior experience as a spiritual care professional in a professional medical setting.

Licenses, Certifications, Registrations: A minimum of 1 unit of Clinical Pastoral Education (CPE) or equivalent training (approximately 400 hours of structured group and individual education accompanied by supervised clinical practice) that provides the Chaplain with oversight and guidance in an institutional medical setting.

Knowledge, Skills, Abilities:

- Must be able to read, write, and follow verbal and written instructions and document the activity provided.
- Must enjoy meeting and working with the public.
- Must complete the Orientation training.
- Self-motivated, dependable, cooperative, and well-organized.
- Ability to stand and do light physical activity.
- Good communication skills combined with a friendly attitude.

## **Machines, tools, equipment which may be representative by not all inclusive**

- Computer
- Telephone
- Mobile devices



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## Physical Requirements

	Never 0%	Seldom 1-10%	Occasional 10-30%	Frequent 30-70%	Constant 70%+
Lifting <10 lbs			X		
Lifting 10-35 lbs		X			
Lifting >35 lbs		X			
Carrying <10 lbs			X		
Carrying 10-35		X			
Carrying >35 lbs		X			
Pushing/Pulling		X			
Sitting			X		
Standing				X	
Walking				X	
Bending/Stooping		X			
Crouching		X			
Vision	Within normal range with or without corrective devices				
Hearing	Within normal range with or without corrective devices.				
Speech	Within normal range with or without corrective devices.				

*Public Hospital No.1 of Mason County, Washington, d.b.a Mason Health complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex (consistent with the scope of sex discrimination described at 45 CFR § 92.101(a)(2)) or sex, including sex characteristics, including intersex traits; pregnancy or related conditions; sexual orientation; and gender identity. Mason Health does not exclude people or treat them less favorably because of race, color, national origin, age, disability, or sex.*