

STATE OF OHIO (DAS)
CLASSIFICATION
SPECIFICATION

<u>CLASSIFICATION SERIES:</u> Chaplain	<u>SERIES NO.:</u> 6921
<u>MAJOR AGENCIES:</u> Mental Health, Mental Retardation/Developmental Disabilities, Youth Services	<u>EFFECTIVE DATE:</u> 06/15/2014

SERIES PURPOSE:

The purpose of the chaplain occupation is to provide worship services & religious education programs for inmates, consumers & residents of institutions.

CLASS TITLE:

Chaplain

CLASS NUMBER:

69212

EFFECTIVE DATE:

03/07/2004

CLASS CONCEPT:

The full performance level class works under direction & requires considerable knowledge of religious principles & practices of a particular faith, & clinical pastoral education in order to conduct worship services & provide religious educational programs &/or pastoral counseling to consumers, residents or inmates of institutions.

CLASS TITLE: Chaplain	CLASS NUMBER: 69212	BARGAINING UNIT: 12
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EFFECTIVE DATE:

03/07/2004

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Conducts worship services, sacramental observations & religious educational programs for consumers, inmates or residents of institutions (e.g., mental health, corrections), plans & organizes sermons, bible studies & other chaplaincy programs, screens volunteers & other outside church groups, coordinates & schedules volunteer activities & organizes & monitors training program for seminary students.

Provides spiritual guidance & clinical pastoral education regarding personal, family &/or spiritual problems (e.g., death, confinement, substance abuse, cults, youth behavior); visits living areas & those hospitalized on regular basis & counsels family members &/or staff with a variety of problems; interviews new inmates &/or residents; develops pastoral policies & procedures for chaplaincy program at institution & ensures compliance by outside church groups; attends treatment team meetings; initiates & completes religious assessments in order to determine areas of spiritual needs & to coordinate activities with other treatment services.

Attends staff meetings, seminars & conferences; contacts &/or meets with community religious leaders &/or resource personnel; maintains attendance &/or confidential records.

MAJOR WORKER CHARACTERISTICS:

Knowledge of religious principles & practices of particular faith; pastoral psychology; clinical pastoral education; human relations. Ability to deal with problems involving several variables in familiar context; prepare & deliver sermons & speeches before groups of patients or residents; cooperate with co-workers or volunteers on group projects.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Current ecclesiastical endorsement by denomination &/or ordination; completion of training in clinical pastoral education provided by denominational &/or inter-denominational training organizations; 12 mos. exp. in providing clinical pastoral education.

-Or equivalent of Minimum Class Qualifications for Employment noted above may be substituted for the experience requirements, but not for the mandated endorsement or ordination.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

May be exposed to confined resident, consumer or inmate areas; may be exposed to potentially violent residents, consumers or inmates; may be exposed to unusual noises, odors or contagious diseases; may be required to work weekends/Sundays; may be on call for emergency situations.