

Position Title: Chaplain  
Responsible to: Director of Chaplaincy Services  
Department: Chaplain Services  
**Minimum 40 hours per week**

### **GENERAL DESCRIPTION**

The Chaplain is responsible for the implementation of the daily chaplain services aimed at meeting the goals and objectives of the Grove Manor Board of Directors and its' Nursing Homes. These services are available to all patients/residents/clients, families, and staff.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** A understanding of the inter-connectedness of the spiritual, physical, emotional needs of the chronically ill and their families. A thorough knowledge and understanding of the nursing home organization. Ability to plan, organize and implement religious services.

### **QUALIFICATIONS**

- A Bachelor's degree, in Theology, or a related ministry field preferred.
- A minimum of one Clinical Pastor Educational Units preferred.
- A minimum of one-year ministry experience.
- Approved credentials and a solid standing in and endorsement from the Allegheny Regional Conference of the Churches of God or one approved by the Allegheny Regional Conference appropriate commission.

### **DUTIES AND RESPONSIBILITIES**

- In your capacity as a Chaplain, represent Grove Manor Board of Directors, and the Allegheny Regional Conference of the Churches of God institution's mission and philosophy in ways that honor God.
- Be a positive representative of Grove Manor Board of Directors and its Homes to the community, and beyond.
- Participate in accomplishing Grove Manor's expectation of 24/7 chaplain coverage for its, resident, staff and families as needed.
- Participate in on-going required chaplain trainings and reflection process for current Chaplains.

### **JOB DUTIES**

- Implementing the institution's mission and philosophy as it relates to the pastoral care department
- Annually developing the departmental goals and program objectives in discussion with members of the pastoral care team
- Implementing a continuum of pastoral services for patients/residents/clients and staff  
Overseeing the staffing, development, evaluation, and education of members of the pastoral care team