



**INTERNAL/EXTERNAL Job Posting**

**Number:**

**SS#119-18-19-CL**

**Job Title:**

**Chaplaincy Leader**

*This position is open to Support Staff Association Members first, then to external candidates.*

Site	Location	FTE	Assignment
Holy Cross	Kingston, ON	1.0 FTE	Effective: September 1, 2019

The Chaplaincy Leader is a Christ-centered person with a deep commitment to the Catholic faith who is a compassionate member within the school community. Working with the direction of the School Principal and in collaboration with the Board's Department of Religious and Family Life Education, the role of the Chaplaincy Leader includes the ministries of sacrament, presence, accompaniment, interpretation, celebration, and witness. In addition to assuming responsibility for planning liturgical and faith-based activities for secondary students, teachers and parents, the Chaplaincy Leader acts as a resource person to the school's Religion Department and as a pastoral support for the school community. The Chaplaincy Leader functions as a liaison between local parishes and the school and supports system priorities through the context of their role.

**Qualifications:**

- Diploma/certificate in ministry (preferably youth ministry) or
- Master of Religious Education or equivalent (from an accredited Catholic institution) or
- Basic university degree with a minimum of 5 courses in Catholic theology (from an accredited Catholic institution) or
- Certificate in Chaplaincy (from an accredited Catholic institution) or
- C.P.E. Advance Standing Certification for institutional Chaplaincy Service;
- Experience in Chaplaincy, youth ministry, pastoral ministry or basic counselling skills
- Involvement in Catholic parish and/or Catholic community work;
- Catholic leadership skills;
- Pastoral ministry skills;
- Excellent communication and interpersonal skills;
- Able to perform under pressure and meet deadlines;
- Accurate and detailed work;
- In-depth knowledge of:
  - Catholic liturgy
  - Catholic Teaching
  - Code of Conduct: Catholic School Chaplains of Ontario (CSCO)
  - Pastoral Letter on Catholic Secondary School Chaplaincy (ACBO)
  - Renewing the Promise: A Pastoral Letter for Catholic Education (ACBO/ICE)

As a condition of employment, the successful candidate must provide a Criminal Background Check (CBC) with vulnerable sector screening current within six months of date of hire. Only those candidates who are selected for an interview will be contacted

**Salary Range:**

\$64,012 – 75,400 per annum

**Application and Requirements:**

Applicants must submit a cover letter, resume and current (1 Year) pastoral reference quoting the job posting number in the subject line including to [nlucas@alcdsb.on.ca](mailto:nlucas@alcdsb.on.ca)

**Closing date:** June 14, 2019 by 4:00pm

While we thank all those who have applied, only those candidates selected for an interview will be contacted. We are committed to inclusive and accessible employment practices – Please notify the above if you require an accommodation to fully participate in the hiring process.

*In compliance with the Accessibility for Ontarians with Disabilities (O.D.A.) the Algonquin and Lakeshore Catholic District School Board welcomes and encourages applications from people with disabilities. We will make the necessary accommodations for applicants with disabilities to support all aspects of the recruitment process. Please contact the Human Resources Department if you require assistance with any accommodations.*