



EMPLOYMENT OPPORTUNITY

Manager, Spiritual & Religious Care

Competition Number: 20-

Posting Date:	June 5, 2020	Closing Date:	July 1, 2020
Position:	Manager, Spiritual & Religious Care	Department:	Pastoral Services
No. of Positions:	1	Shift:	TBD
Hours:	75 hours biweekly	Rotation:	Monday - Friday
Status:	Regular Full Time	Affiliation:	Non-Union

The Manager, Spiritual & Religious Care the organizational leadership and management of the Spiritual and Religious Care program. This position ensures the provision of appropriate Spiritual and Religious Care services for residents in the Home. Duties are performed in accordance with the Home's Mission, Vision, Values, established policies, procedures, and best practice.

The successful candidate will be responsible to:

- Serving as a member of the Leadership Team and other committees as required.
- Managing the Pastoral Department including completion of the annual budget, participating in planning the department's future activities, and the responsibility for professional staff who are at the fully qualified working level.
- Developing policies and procedures in keeping with the Home's Mission, Vision, Values and best practices.
- Recruiting all pastoral care personnel and interpreting the philosophy, mission statement, goals, objectives and procedures governing the delivery of Pastoral Services.
- Developing and maintaining a Quality Improvement program to ensure a high standard of care.
- Completing an Annual Assessment of pastoral needs for each resident. Ensuring the provision of appropriate pastoral services are integrated into the Residents' Interdisciplinary Care Program. Providing spiritual care for each resident in accordance with his/her needs as identified in their care plans, including responsibility for pastoral visits throughout the Home. Facilitate liturgical services and opportunities for prayer and oversee the planning of daily liturgies as well as special event liturgies/services.
- Responsible for the development and implementation of Mission Effectiveness practices in the Home. Chair of the Mission & Ethics Committee.
- Participate in the Orientation for new residents and staff.
- All other duties as assigned.

Education or Equivalent Knowledge

- BA or equivalent
- A theological degree or equivalent
- Pastoral Care education or courses

Other Qualifications

- Knowledge of and appreciation of the values of Catholic Health Care facility
- Ability to work with other professionals
- Organizational and managerial skills
- Strong people skills; ability to empathize with residents and families, possesses emotional and spiritual maturity when dealing with a crisis.

Open to: Internal and External Candidates

Salary Range: TBD

Applications submitted after the closing date will not be considered