

Park Manor Care

POSITION TITLE: Spiritual Care Coordinator

PRIMARY FOCUS

This Spiritual Care Coordinator provides, coordinates and supervises spiritual care services for residents, resident families and staff. To develop, plan and coordinate such programs as may meet the needs for worship, Bible study, memorial services, and other services appropriate for each resident to be able to connect with their faith community and their God.

The Coordinator will minister to the needs of residents and their families; to give hope in whatever circumstances; is able to listen to their personal struggles and be prepared to support them in their life's journey.

To liaison with community churches who provide services to Park Manor Care, assisting with the volunteer program and collaborating in the overall provision of spiritual care.

QUALIFICATIONS

Education

- Degree in chaplaincy or pastoral ministry preferably from a recognized Seventh-day Adventist educational institution, or combination of related experience and abilities.
- Certification with Canadian Association for Spiritual Care (CASC) or other related professional organization will be considered an asset.
- Training in ethics as they apply in health care settings
- Courses in the provision of spiritual care within a multi-faith long term care community.

Experience

- Three (3) years chaplaincy or pastoral work experience - preference given to those with experience in a long term care setting.

Expertise

- Excellent interpersonal and communication skills in the English language, with experience in communicating at a variety of levels including management, staff, residents and families.
- Knowledgeable of operating practices and other procedures, laws, regulations, standards and guidelines pertaining to long term care.
- Highly motivated, collaborative and able to work independently, while giving and receiving direction according to each situation and role; evidence of leadership, creativity, integrity.
- Accomplished writing and computer skills.
- Confident and able to relate well and deal tactfully in working with the elderly, physically and mentally challenged - dealing with a variety of individuals facing end-of-life issues.

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Spiritual Care Program

1. Visit with residents, staff and families on a routine basis and as requested; pray with, spiritually counsel and encourage individuals.
2. Consults with administration, department heads, charge nurses and family members concerning individual resident's spiritual care needs.
3. Completes a Spiritual Care Assessment for all residents, through individual visits with residents and/or family members. Initial assessment to be completed within 8 weeks of admission.
4. Recruits, coordinates and schedules church groups in for Sabbath and Sunday worship services and for other church group services during the week.
5. Conduct Sabbath afternoon church services on the days that are not already scheduled (typically once/month) as available.
6. Provides a regular Bible Study for residents according to needs.
7. Strives to develop social relationships with residents in order to gain their confidence.
8. Listens and relates to resident's expressed needs, referring problems to other health workers or a specific pastor who may more effectively meet their need. Charts accordingly.
9. Assists in meeting the spiritual care needs of residents and their family at End of Life, including arranging for End of Life Care Volunteers, specific faith visitation, etc.
10. Assists residents, staff and families with their grieving process as necessary, being available on-call if needed to support residents and families at the end-of life.
11. Conducts inhouse memorial services for individual former residents on a regular basis, typically 1-2 times per month, with residents and staff from the respective floor.
12. Performs funerals and memorial services as may be requested by residents or families. Attends funerals and memorial services of former residents when able.
13. Visits hospitalized residents as time permits.
14. Provides other spiritual programs or staff in-services upon request.
15. Available to all staff, residents and family members for consultation or information on any problems, concerns, or questions.
16. Organizes a Semi-Annual Remembrance Service designed to celebrate the lives of residents who died within a six month period. Guests include family, friends, staff and volunteers.

Please submit your CV/Resume and cover letter to:

Collin Akre, Executive Director, Park Manor Care

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