Chaplain

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
CHAPLAIN I	5081	B17	$42,976 - $64,469
CHAPLAIN II	5082	B19	$48,244 - $76,028
CHAPLAIN III	5083	B21	$54,278 - $87,046

GENERAL DESCRIPTION

Performs ministerial clergy work involving planning and conducting religious services and education classes, and providing pastoral care and counseling to clients and clients' families.

EXAMPLES OF WORK PERFORMED

Plans, schedules, and conducts worship services, religious and education studies, and other programs.

Counsels clients, staff members, and their families on religious problems, personal issues, crisis intervention, grief, and institutional adjustment.

Provides sacramental ministry in accordance with the practices and customs of the chaplain's faith.

Makes pastoral visits to new and existing clients, individuals who are critically ill, and relatives of clients.

Arranges for sacramental services for clients of other religious backgrounds.

Recruits, trains, and collaborates with volunteers working in chaplaincy programs.

Counsel staff and conduct group seminars to communicate the religious needs of clients.

Conduct seminars for pastoral education programs.

Performs related work as assigned.

DESCRIPTION OF LEVELS

Examples of work and descriptions are meant to progress through the levels. For example, an employee at level III may also perform work listed within the previous levels.

***Note:** Factors that may distinguish between the levels include the degree of independence in performing the work; the nature and complexity of the work; and the employee's related experience, education, and certifications. Other factors may include the type of facility and clients served; the security or risk level of the facility; and the intensity or severity of the services needed by the clients.*

Employees at the journey levels (levels I and II) may independently perform the full range of work listed in the examples and may assist others in performing work of greater complexity. Senior-level employees (level III) may serve in a lead or supervisor role, may perform the full range of work identified in the levels preceding their own, and/or may oversee or coordinate that work for others.

CHAPLAIN I: Performs routine (journey-level) ministerial clergy work. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment. Employees at this level may routinely assist others in performing work of greater complexity.

CHAPLAIN II: Performs complex (journey-level) ministerial clergy work. Works under general supervision, with limited latitude for the use of initiative and independent judgment.

CHAPLAIN III: Performs advanced (senior-level) ministerial clergy work. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Agencies have the discretion to identify the general or specialized experience, education, or certifications required for positions and may tailor qualification requirements to specifically meet the agency's business needs. Agencies may substitute experience, education, military service, apprenticeships, and relevant credentials for one another, if appropriate and allowed by statute.

KNOWLEDGE, SKILLS, AND ABILITIES

For all levels

- Knowledge of the religious beliefs and practices of various faiths, groups, and denominations.
- Skill in counseling clients and clients' families, and in the use of a computer and applicable software
- Ability to provide sacramental services to communicate effectively.

Additional for Chaplain II – III levels

- Ability to develop new chaplaincy programs and to participate in community religious and welfare organizations.

Additional for Chaplain III level

- Ability to oversee and/or supervise the work of others.