



## Position Description (Page 1 of 2)

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<b>Position Title:</b>	Director of Mission	<b>Reports to:</b>	Chief Executive Officer (CEO)
<b>Location:</b>	Luther Special Care Home	<b>Responsible for:</b>	Secretary and Chaplains
<b>Date:</b>	December 2011	<b>Department:</b>	Spiritual Care

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### PURPOSE

The Director of Mission is responsible for fostering awareness and understanding of the Vision, Mission, and Values of LutherCare Communities (LCC).

### JOB CONTEXT

The values of the organization require that all positions support the mission and initiatives of LCC.

As a member of the Spiritual Care Team, the Director of Mission oversees the chaplains and secretary of the department to ensure the spiritual wellbeing of residents and staff of LCC. It is the role of the Director of Mission to make it as easy as possible for staff to live the Mission and Core Values of LCC. The Director of Mission works with the CEO in providing a comprehensive program of mission effectiveness.

### ACCOUNTABILITIES

- Work with the CEO to enable the organization to embrace the mission
- Function as the leader and a member of the Spiritual Care Team of LCC
- Support and supervise Spiritual Care staff and volunteers by giving appropriate feedback and coaching
- Be familiar with and commit to supporting the Mission, Vision, and Values of LCC
- Support the leadership team of LCC in their understanding and appreciation of the Mission and Values of LCC
- Provide an educational component that enables staff, volunteers, and the faith community to understand the Vision, Mission, and Values of LCC
- Minister faithfully to the spiritual needs of residents and staff
- Respect the religious affiliation of all residents and staff
- Provide staff and the organization with materials and communications pertaining to spirituality and faith
- Participate in multi-disciplinary consultations
- Initiate avenues to enhance the Christian identity of the facilities
- Create hospitable environments by deepening our understanding and sensitivity to practices of other faith traditions

- Ensure an environment and resources that nurture spirituality
- Plan, create, and lead rituals that enhance spiritual growth and healing
- Ensure Christian study and spiritual growth opportunities, as feasible, for residents of the assigned facility/facilities of ministry
- Participate in quality improvement activities
- Prepare and oversee the yearly Mission Effectiveness budget and tactical plan
- Be familiar with and support the relationship between LCC and the Saskatchewan Synod of the Evangelical Church in Canada (ELCIC) as expressed in constitutions and bylaws
- Be aware of the history and development of spiritual care in LCC
- Take advantage of opportunities for professional development
- Cooperate to meet any licensing and accreditation standards that relate to the Department of Spiritual Care
- Be on-call, in conjunction with the other chaplains, to respond to emergencies requiring spiritual care, which may mean working beyond regular office hours, with regular hours adjusted accordingly
- Comply with the policies and procedures of LCC

### QUALIFICATIONS

- Degree in Theology required, Masters of Divinity degree preferred
- At least two units of Basic Supervised Pastoral Education (SPE), with a Specialist Certification (or willingness to seek Specialist standing) with CASC/ACSS preferred
- Eligibility for clergy roster of Saskatchewan Synod, Evangelical Lutheran Church in Canada

### KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to speak, read, write, and understand English fluently
  - Exemplary skills in counselling and interpersonal relationships
  - Ability to create an open and safe place for people to talk freely
  - Ability to relate with warmth and care to all people
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- Strong interpersonal skills with the ability to maintain a non-anxious presence within crisis and conflict situations
- Exhibit an open and sincere approach by demonstrating respect and compassion for all
- Be able to conduct ministry in an ecumenical/interfaith setting with respect for people of varying faith traditions

### EXPERIENCE

- Five years pastoral experience in a parish ministry or chaplaincy
- Experience working in a health care facility

Must provide police criminal record check at point of hire

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