

Expression of Interest for Contract Services

Co-ordinator of Spiritual Services- Nova Scotia Youth Facility

Key Responsibilities:

This is a general ministry position. The successful person will be guided by the approved Correctional Services Policy and Procedures for chaplaincy services in correctional facilities. This is a co-ordinating position requiring the incumbent to assess the spiritual needs of young offenders and engage community resources to assist in areas outside of their own faith tradition or practice. In addition normal responsibilities will encompass all aspects of the general practice of ministry in a correctional facility including the preparation and delivery of ecumenical services, one /one counseling for offenders and staff, grief and bereavement support, crisis support, development and delivery of spiritual programs and general administrative duties relating to the scheduling and coordinating of spiritual services in a correctional facility. This position will be under the general supervision of the provincial Manager for Spiritual Services and Cultural Programs (*with a direct reporting relationship to the Deputy Superintendent for Administration and Programs?*)

Qualifications:

- § undergraduate degree in social sciences or equivalent combination of training and experience
- § a Masters degree in theology or divinity or a minimum of 2yrs post- graduate theological studies leading to such a degree
- § recognition and endorsement by local ecclesiastical authority
- § completion of a minimum of one unit of Clinical Pastoral Education and a demonstrated commitment to complete process for certification as a Specialist in Institutional Ministry with the Canadian Association for Pastoral Practice and Education
- § a minimum of 2 yrs experience in either full-time or volunteer ministry in the field of corrections and/or youth ministry
- § additional specialized training in counseling a definite asset
- § must be able to pass appropriate background checks.
- § endorsing ecclesiastical authority must agree to administer contract

Number of Hours of Services to be Provided Weekly:

- § 28 hours per week (must have flexible schedule)

Remuneration:

- § \$37,856.00

Application Process:

To be considered for this contract interested persons should submit a complete resume and a covering letter of application outlining the following:

- § Why are you interested in this opportunity?
- § A short description of your vision for spiritual care in a correctional facility
- § A brief description of your theology for ministry
- § Your experience with the following:
 - Working with ecumenical and inter-faith partnerships
 - Spiritual care program development
 - Working in a collaborative/cooperative environment
 - Policy development
 - Working with youth
 - Working in a correctional setting
- § Your, education, training and work history
- § Any experience(s) that relate to the duties outlined above

Applications must be directed to **Mr. Mike Sampson, Deputy Superintendent, NOVA SCOTIA YOUTH FACILITY 1442 County Home Road, PO Box 100 Waterville, NS B0P 1V0**. All expressions of interest must be received by Correctional Services by 4:00 P.M., 23 October 2009