
Flinders University Chaplaincy Guidelines

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1. INTRODUCTION

Flinders University is a community that reflects personal, intellectual, social and spiritual dimensions of life. To this end the university offers students and staff the opportunity to engage with the Chaplaincy service within the Oasis wellbeing centre, reflecting a diversity of cultural, spiritual and religious traditions. Chaplains provide a range of spiritual and pastoral services for the enhancement of the life of individuals, to strengthen the sense of community, and enrich the quality of life within the institution. Broadly, chaplains work in collaboration with other helping services, agencies and support structures within the University to support the wellbeing of the university population.

2. APPOINTMENT

Chaplains are required to:

- be nominated in writing to the University by their religious/faith community, which has been declared to be a religious body and recognised denomination by Proclamation of the Governor General in accordance with the provisions of S.26 of the Commonwealth Marriage Act, 1961 (as amended).
- hold a current Child Related Employment Clearance through Department for Communities and Social Inclusion (DCSI) <https://screening.dcsi.sa.gov.au/screening-process/types-of-screening/child-related-employment> which is satisfactory to the University in accordance with the Children's Protection Act 1993 (SA), and provide a copy of it to the University together with a National Police Clearance from SA Police.
- be recognised by their own faith community as members in good standing and reputation with relevant experience and competence to fulfil the role of chaplain, with the ability to relate their faith to the special needs of the University.
- provide evidence of public liability insurance cover from their nominating religious/faith body.

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- be tertiary graduates.
 - serve with other university chaplains in a chaplaincy team that is inclusive and incorporates diverse faith communities within the context of the Oasis well-being centre.

Appointment of chaplains to serve Flinders University will be made by the Director, Student Services. Appointed chaplains will not be employees or contractors of Flinders University and will not be paid by Flinders University.

The initial appointment of a chaplain will be for one year from the date of commencement. Prior to the completion of that initial one year term, there will be a review by the Coordinator of Oasis, who will provide advice to the Director, Student Services. The outcome will determine a subsequent three-year appointment, with further three-year extensions available on review.

3. EXPECTATIONS AND VALUES

Chaplains are required to:

- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity.
- familiarise themselves and comply with the University's policies and procedures including but not limited to *Work Health and Safety, Injury Management, Equal Opportunity* and Privacy policies.
- not act in a manner that may adversely affect the good standing or reputation of the University or that may disrupt the activities of the University.
- not disclose disseminate or otherwise make use of confidential information relating to the University's affairs or personal information relating to students or staff that he/she may have access to during the course of their chaplaincy at the University other than for the purpose of conducting their chaplaincy.
- Not abuse their position of trust and/or power and avoid putting themselves in any conflict of interest
- attend a minimum of six chaplaincy team meetings during a calendar year.
- report quarterly to the Director, Student Services through the Coordinating Chaplain and provide a brief annual written report to the Director, Student Services.
- work within their role, not providing counselling or therapy interventions, rather referring to appropriate services.
- uphold and contribute to the values and ethos of Oasis and the Faith Friendly Charter www.multifaithsa.org.au/charter.
- be a service that assists people to develop their individual spiritual pathways, and not attempt to convert people to other faiths or opinions or recruit them to other religious or faith communities or organizations.

4. ROLE AND DUTIES

A chaplain will:

- provide pastoral care and support to students and staff with care, understanding and professionalism respecting individuals' religious/spiritual orientations.
- have an awareness and sensitivity to the needs and practices of various faith, cultural, and ideological traditions.

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- serve with other university Chaplains in a chaplaincy team that is inclusive and incorporates diverse faith communities within the context of the Oasis well-being centre.
 - work cooperatively with colleagues and student support services on the university campus in the best interests of students and staff.
 - be available for specific university functions and activities where appropriate including commencement functions, graduation ceremonies, in-service training, and committees.
 - on request, providing links to external service organizations; community faith bodies/groups; and, self-help/support groups. Offering professional advice and assistance to other University staff linked with internal support networks as appropriate.

The chaplain's role may include the following tasks and areas depending on skills, availability, priorities and specific needs:

- act as mentors, offering friendly support to students and staff, regardless of their beliefs or affiliations.
- coordinate, support and provide a range of spiritual and pastoral services which may include seminars, workshops, prayer, and meditation.
- organise worship and the administration of rites (associated with birth, marriage and dying/death); response to human disaster; religious ceremonies of celebration; and, loss, grief and bereavement, and dealing with these issues in a manner that is sensitive to other faiths and traditions.
- work with other campus chaplains and the broader university community to develop and strengthen mutual tolerance, cooperative interaction, and respect amongst people of all faiths and religions.
- to nurture and encourage the faith communities of Flinders University, promoting cooperative interaction and spiritual development
- to speak out on/against injustice and work with those who seek to bring about change for the common good

5. COORDINATING CHAPLAIN ROLE

There shall be a Flinders University Chaplaincy Team, composed of all the chaplains officially recognised by the University. The Director, Student Service, following consultation with team members, will nominate a member of the team as Coordinating Chaplain to fulfil a coordinating role, including the following tasks:

- foster a spirit of equity, diversity, and inclusiveness.
- regularly liaise with, and report to the Director of Student Services.
- convene and chair regular chaplaincy team meetings.
- assist with the oversight and coordination of the chaplaincy team within the Oasis Wellbeing Centre.
- pursue the engagement of new chaplains from a range of perspectives, as required, to ensure the sustainability of chaplaincy on campus.
- when appropriate promote and represent the chaplaincy team to the university and beyond.

6. RESPONSIBILITIES OF FAITH COMMUNITIES

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- The nominating religious/faith community is responsible for providing oversight of, and support to its Flinders University chaplain and requiring its chaplain's accountability in terms of compliance with performance standards within that community's codes of moral and ethical practice.
 - Employment terms (including any remuneration of a chaplain) and all industrial relations matters involving a chaplain appointed to serve at Flinders University are the responsibility of the nominating religious/faith community.
 - Public liability insurance for Chaplains is the responsibility of the nominating religious/faith community.
 - The nominating religious/faith community must not use the Flinders University name or logo in any of the community's electronic, digital or hard copy publicity, marketing or other documents, material or media without the prior written consent of the Director, Student Services.

7. COMPLAINTS OR BREACHES

Complaints against a Chaplain are able to be made in the first instance to the Director, Student Services. This does not preclude the ability to also register a complaint to the nominating religious/faith community and/or to any other legally appropriate bodies, such as the police or discrimination or equal opportunities authorities.

If Flinders University reasonably considers that a chaplain has failed to comply with any of these guidelines Flinders University may give notice in writing to the religious/faith community who nominated the chaplain and either immediately suspend the chaplain from serving at Flinders University until the failure has been rectified or terminate the appointment of the chaplain to Flinders University.

8. AGREEMENT

I have read the Flinders University Chaplaincy Guidelines, and agree to abide by them:

Nominated University Chaplain

Name: Date.....

Signature:

Director, Student Services

Name: Date.....

Signature: