

## DUFFERIN- PEEL CATHOLIC DISTRICT SCHOOL BOARD

### Invite applications for the position of School Chaplaincy Leader

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The Dufferin-Peel Catholic District School Board is one of the largest and most diverse school districts in Ontario with approximately 81,000 students attending 151 schools (125 elementary and 26 secondary) located throughout Mississauga, Brampton, Caledon and Orangeville. In addition, over 40,000 students enroll in the board's Adult and Continuing Education Programs each year. We strive to ensure that each school and board facility is a safe, caring, healthy and inclusive place, where each student has every opportunity to succeed. At Dufferin-Peel, our goal is to provide quality Catholic education, which teaches students necessary life skills and prepares them for post-secondary education, the workplace, and for their role as responsible citizens. Our staff is among our greatest resources. The people we hire have a direct impact on the success of our students. With approximately 10,000 employees, Dufferin-Peel is one of the largest employers in the region.

#### **POSITION SUMMARY:**

Chaplaincy leaders work through and report to the System Religion and Faith Animator and school principals, under the guidance of the Superintendent of Program and Learning Services. Chaplaincy Leaders minister to students and staff to promote the expression of and commitment to our Catholic faith within our Catholic school community. The Chaplaincy Leader provides pastoral leadership for the whole school and Board community. This includes ministering accordingly to the different developmental stages for each school community member as well as differing needs. The Chaplaincy Leader will include a sacramental and liturgical ministry as well as other integral forms of ministry.

The chaplaincy leader is a minister of pastoral care and not a certified professional counsellor.

#### **Candidates will possess the following:**

##### **QUALIFICATIONS:**

(a) **Formal Education:**

The granting of a "Nihil Obstat" by the Archbishop or His delegate as Vicar for Catholic Education is a mandatory requirement along with any of the following:

1. Certificate in youth Ministry or equivalent certification/training from a Catholic institution
2. An undergraduate degree preferably with some courses in scripture, theology, religious education, church history, liturgy, social work, psychology, philosophy
3. A master's degree in theology, religious education, divinity from an accredited Catholic university
4. Or a combination that is deemed equivalent by the Board

(b) **Experience:**

Minimum of 3 years' experience in full-time Chaplaincy services or parish Youth Ministry or equivalent.

(c) **Skills:**

- Excellent organizational skills as well as exceptional oral and written communication skills.
- Exceptional interpersonal skills demonstrate compassion, empathy, accompaniment, sensitivity, and diplomacy in supporting students
- Safeguards and honors confidentiality within the parameters of the law
- Respects and complies with all required processes and Board policies
- Develops and fosters the relationship with the local parish
- Solid understanding and compliance of financial processes

**RESPONSIBILITIES:**

- Provides pastoral leadership for secondary schools and their feeder elementary schools and Board community.
- Proclaims sacred scripture, facilitates liturgies, leads and encourages prayer: both personal and communal.
- Custodian of the secondary school chapel in accordance with Canon Law and Archdiocesan/Board guidelines.
- Promote and facilitate student and staff leadership opportunities such as but not limited to chaplaincy teams, youth ministry, and social justice initiatives.
- Work collaboratively with the school administration teams, Parish and System Religion/Faith Animator to assist in the development of annual school Pastoral plans.
- Work with the local parish priest to enable opportunities for the celebration of sacraments, particularly the Eucharist and Reconciliation.
- Encourage spiritual growth in faith and vocations.
- Collaborate with the local parish priest, the Board, school administration, staff and students to lead faith formation activities for all members of the school community.
- Assist in supporting students and their families by working with administration, guidance counsellors, social workers and CYCP's and other staff as required.
- Advise administration and follow expected process when contacting parents/guardians.
- Participate and complete designated professional development provided by the Board.
- Participate in leadership events for students and staff, as directed, such as but not limited to When Faith Meets Pedagogy, Archdiocesan Ordinandi Youth event, Adult Faith Formation for All (AFFA) series, etc.
- Actualize the school and Board's retreat programs and other school faith-focused events for students and staff.
- Attend meetings as directed, including but not limited to staff meetings, Open Houses, Board designated meetings for chaplaincy.
- Nurture the faith formation of staff in collaboration with the leadership of the System Religion and Faith Animator
- Maintain and update the school webpage on "Our Faith".
- Participate in and attend graduations.
- Other duties as assigned

Please submit your application and supporting documents via email to:

Theresa M. Davis, CHRL  
General Manager, Human Resources  
Dufferin-Peel Catholic District School Board  
[Theresa.davis@dpcdsb.org](mailto:Theresa.davis@dpcdsb.org)

We actively encourage applications from members of groups with historical and/or current barriers to equity and sovereignty, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- members of groups that commonly experience discrimination due to race, ancestry, colour or place of origin.
- persons with visible and/or invisible disabilities.

Should you require Code protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. Disability-related accommodation during the application process is available upon request. Information received relating to accommodation needs of applicants will be addressed confidentially.

The Dufferin-Peel Catholic District School Board is an equal opportunity employer. We will meet your needs under the Ontario Human Rights Code.

***We thank all applicants but advise that only those under consideration will be contacted.***