

## **JOB POSTING**

**Position Title:** Chaplaincy Leader  
**Status:** Permanent Full Time  
**Department:** Program Services  
**Salary Range:** Varied based on Education/Experience  
**Work Location:** Board Wide School Locations  
**Union:** APSSP  
**Number of Vacancies:** 1  
**Posting type:** External  
**Vacancy Status:** Replacement  
**External Posting Close Date:** Position will be posted until filled

### **ABOUT US:**

The Dufferin-Peel Catholic District School Board is a dynamic board committed to the delivery of quality educational programs and services. The Board is comprised of over 70,000 students enrolled in 152 schools (126 elementary and 26 secondary schools) throughout the municipalities of Mississauga, Brampton, Caledon and Orangeville. We have over 10,000 employees in an increasingly diverse community. Dufferin-Peel Catholic District School Board is one of Ontario's largest school boards, encompassing both urban and rural areas.

### **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.

### **RESPONSIBILITIES (but not limited to):**

- 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

#### **EDUCATION/QUALIFICATIONS:**

**Candidates will possess the following:**

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:

- Certificate in youth Ministry or equivalent certification/training from a Catholic institution
- An undergraduate degree preferably with some courses in scripture, theology, religious education, church history, liturgy, social work, psychology, philosophy
- A master's degree in theology, religious education, divinity from an accredited Catholic university
- Or a combination education and experience that is deemed equivalent by the Board
- Minimum of 3 years' experience in full-time Chaplaincy services or parish Youth Ministry or equivalent

#### **SKILLS/ADDITIONAL EXPERIENCE**

- 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

### **APPLICANT INFORMATION:**

**Police Record Check:** This role will require a Satisfactory Vulnerable Sector Check dated with six (6) months of hire date and to be provided to Human Resources. The successful candidate will be responsible for any cost associated with obtaining. The Police Record Check will be required to be renewed every 5 years.

Disability-related accommodation during the recruitment process is available upon request. Please notify us when contacted and we will work with you to meet your needs.

Please note that the Dufferin-Peel Catholic District School Board does not use artificial intelligence or automated decision-making tools in our recruitment processes. All applications are reviewed directly by our Recruitment Team.

The Dufferin-Peel Catholic District School Board is an equal opportunity employer.

We thank all applicants, please note that only those under consideration will be contacted.

**Qualified candidates are encouraged to apply via the link below:**

[Chaplaincy Leader | Dufferin-Peel Catholic District School Board](#)