

# Church of the Ascension

## Job Description Form

Name	
Job Title	Associate Chaplain for St Andrew's Nursing Home (Aljunied)
Reporting Officer	Vicar

### General Description:

**The Associate Chaplain will be employed by the Anchor Parish, Church of The Ascension (COA), to serve full-time at SANH (Aljunied), to provide holistic pastoral and spiritual care for the 342 residents, 165 staff members and 40 volunteers.**

### Duties and Responsibilities:

1. Conduct daily pastoral rounds to look into the well-being the residents.
2. Provide pastoral counseling for residents, family members, staff members or volunteers who have need for it.
3. Conduct regular chapel services, devotions, bible studies and/or prayer meetings as the situation permits.
4. Recruit, train and support volunteer befrienders to provide more social engagement for residents.
5. Coordinate with the COA to regularly pray for the Home and show care at special occasions.
6. Share skills and knowledge gained from chaplaincy ministry to enhance Member Care in the COA.
7. Work as a team with other care staff in the Home, and with chaplains from other Homes within SANH.

### Requirements:

1. Has a calling and passion to minister to the sick and elderly with the love of Christ.
2. Willing to undergo Clinical Pastoral Education (CPE) training and certification conducted by the Diocese of Singapore.
3. Is able to speak, read, write and present in English, and speak in Mandarin and at least 1 Chinese dialect.
4. Competent in office productivity software, e.g., Microsoft Office.
5. Has prior experience providing pastoral care, leading worship services, etc, in Christian ministry.
6. Open to learning new things, e.g., terminology, procedures, technology, etc, needed in a Nursing Home.