

SERVICE DESCRIPTION FOR HIGH SCHOOL CO OP STUDENT PLACEMENT

Spiritual Support – Chaplain Assistant

Chaplain assistant/Office Administration/Patient portering

Contact Person:

Hilton Gomes
Chaplain, Spiritual Care
Hotel Dieu Grace Healthcare
Hilton.Gomes@hdgh.org

- Assist the Chaplain to provide and coordinate direct pastoral care and counseling to patients and families
- Assist the Chaplain to provide supportive spiritual care through empathetic listening demonstrating an understanding of persons in distress. Typical activities include:
 - Supporting patients and families
 - Offering prayers, devotionals, rituals as needed;
 - Provides and coordinates chapel services as required, as well as annual hospital event services.
 - Providing information and resources as needed
 - Referral and linkage to internal and external resources
- Assist the Chaplain to lead religious ceremonies of worship and ritual such as:
 - Twice weekly devotional prayer time
 - Worship and observance of holy days
 - Blessings and sacraments
 - Holiday observances
- Office Duties: light duties such as data entry, organizing files, answering calls, etc., as assigned

Dress: Office attire; neat in appearance; no cleavage, underwear, or back showing when bending over to lift or move items