


# Job Evaluation Rating Document

<p><b>CUPE, SEIU, SGEU, SAHO</b></p> 	<p><b>Job Title</b> <u>Spiritual Care Coordinator</u></p> <p><b>Date</b> <u>October, 2000</u></p> <p><b>Revised Date</b> <u>2004, June 12, 2018</u></p> <p><b>Revised Date</b> <u>June 16, 2022</u></p>	<p><b>Code</b></p> <hr/> <p>133</p>
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<p><b>Decision Making</b></p> <p>Solutions to problems associated with comforting and counseling requires discretion in deciding how to best provide services to clients/patients/residents/family/staff. Assesses, plans, coordinates and facilitates the delivery of spiritual care to meet assigned objectives. Develops plans to achieve short term goals associated with facilitating and coordinating programs, workshops, courses and seminars.</p>	<p><b>Degree</b></p> <hr/> <p>3.5</p>
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<p><b>Education</b></p> <p>Grade 12. Baccalaureate of Theology degree.</p>	<p><b>Degree</b></p> <hr/> <p>6.0</p>
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<p><b>Experience</b></p> <p>Twelve (12) months previous experience including delivery of spiritual care and dealing with emotional/ill/special needs clients/patients/residents/families. Twelve (12) months on the job to become familiar with program planning and delivery, volunteer care providers, community resources and department policies and procedures.</p>	<p><b>Degree</b></p> <hr/> <p>5.0</p>
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<p><b>Independent Judgement</b></p> <p>Assesses, plans, coordinates, and facilitates delivery of spiritual care within generally accepted practices. Work involves a choice of methods or procedures, analysis and troubleshooting to meet the needs of clients/patients/residents and families in the provision of spiritual/emotional support and programs.</p>	<p><b>Degree</b></p> <hr/> <p>4.0</p>
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<p><b>Working Relationships</b></p> <p>Provides spiritual guidance to clients/patients/residents, families and other employees/volunteers requiring human relation skills which frequently involves emotionally charged situations. Contacts with hospital auxiliaries/service clubs/churches are of considerable importance when carrying out this service.</p>	<p><b>Degree</b></p> <hr/> <p>5.0</p>
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Spiritual Care Coordinator

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<p><b>Impact of Action</b></p> <p>Misjudgments in delivery of spiritual care may cause deterioration in public, client/patient/resident and family relations. Delays in clients/patients/residents and family counseling may cause minor delays in follow-up care.</p>	<p><b>Degree</b></p> <p><u>2.5</u></p>
<p><b>Leadership and/or Supervision</b></p> <p>Provides functional guidance to clergy, lay ministers and others in the interpretation of policies and procedures within the facility/community. Provides limited direction to clergy and volunteers when coordinating visitation and support programs for clients/patients/residents/families.</p>	<p><b>Degree</b></p> <p><u>3.0</u></p>
<p><b>Physical Demands</b></p> <p>Occasional physical effort walking and standing with some travel.</p>	<p><b>Degree</b></p> <p><u>1.0</u></p>
<p><b>Sensory Demands</b></p> <p>Regular sensory effort with computer operation, writing reports, reading and comforting/ listening to clients/patients/residents, families and staff.</p>	<p><b>Degree</b></p> <p><u>2.0</u></p>
<p><b>Environment</b></p> <p>Little exposure to major conditions such as verbal abuse and exposure to infectious disease.</p>	<p><b>Degree</b></p> <p><u>2.0</u></p>