



## **Job Posting: Spiritual Care Coordinator**

|                         |   |
|-------------------------|---|
| <b>Position Status:</b> | Permanent Full-Time   |
| <b>Shifts:</b>          | 75 hours biweekly, schedule to be determined                  |
| <b>Reports to:</b>      | Manager of Community & Supportive Care Services, or designate |

### **PURPOSE OF ROLE AND STRATEGIC ALIGNMENT**

As an integral member of the Well Within Community and Supportive Care Services team, the Spiritual Care Coordinator facilitates spiritual, emotional, and psychosocial support to Chatham-Kent Hospice residents and families, and provides individual grief and bereavement counselling for adult (18+) residents of Chatham-Kent.

This role is essential in delivering holistic palliative, end-of-life care, and grief support through inclusive spiritual care that fosters meaning-making, coping, and culturally sensitive practices. The Spiritual Care Coordinator offers individual and group grief and bereavement counselling, facilitates and coordinates rituals and legacy-building activities, and enhances compassionate care across residential and community programming. The role also supports education, grief literacy, and fosters community partnerships that strengthen local access to holistic palliative, grief and bereavement services.

Chatham-Kent Hospice continues to strategically strengthen our community-based programs and services. The Well Within Community and Supportive Care Services team applies best practices from diverse therapeutic modalities to meet client needs in a caring, supportive environment. In addition to individual, couple and family counselling, creative group programs are a cornerstone of our community-based programs. Group sessions offer opportunities for clients to share experiences, receive support and learn together. All services and programs are grounded in building capacity through education about grief, bereavement, and positive coping and stress management strategies, open communication, and increased awareness of community resources.

### **REPORTING AND WORK RELATIONSHIPS**

- Reports to the Manager of Community & Supportive Care Services, or designate
- As a member of our interdisciplinary team, works closely with other Community and Supportive Care Services team members, Residential Hospice team (including Care Manager, Hospice Navigator, and front-line employees), Coordinator of Volunteer Services and volunteers.
- Collaborates with community partners and service providers.

### **ABOUT OUR HOSPICE**

Hospice Palliative Care is a philosophy of care which focuses on comfort, quality of life, and supporting the precious moments families will share with their loved ones during their final days together. The Chatham-Kent Hospice is a charitable organization that operates a 10-bed residential facility that serves people with life-threatening illnesses and those they call family and friends. In collaboration and consultation with physicians, a multi-disciplinary care team, and volunteers, we support our residents to live each day with dignity and honour by providing compassionate, end-of-life care in a home-like setting.

To learn more about our Residential Hospice and Supportive Care Programs, visit:  
<https://www.chathamkenthospice.com>

Hospice offers a competitive wage and many benefits including free parking, free employee benefits, HOOPP pension plan and professional development opportunities.

## **ABOUT OUR COMMUNITY**

Located in southwestern Ontario, Chatham-Kent is a safe, affordable and beautiful place to live. The region offers a variety of competitively priced lifestyle options, from downtown living to lakeside escapes. With access to both rural lifestyle and urban amenities, it is a great place to call home. For outdoor enthusiasts, parks, beaches and lakes are close by. There's a thriving arts, culture and entertainment scene. Easy commutes paired with health care, educational and retail services make our community ideal for people at all career stages.

<https://www.chatham-kent.ca/livingck/livinginck/Pages/default.aspx>

## **KEY RESPONSIBILITIES**

### **ASSESSMENTS and CARE PLANNING**

- Participates in interdisciplinary team rounds with the Residential Hospice team.
- Uses validated tools to conduct sound spiritual care assessments.
- Uses spiritual care assessments as the framework to develop and deliver integrated care plans; and for interdisciplinary team communications.
- Assesses individuals to determine their readiness and appropriateness for Hospice Community and Supportive Care services, and makes internal and external referrals as needed.
- Acts as an advocate to protect and promote the resident and family rights to autonomy, respect, privacy, dignity and access to information as per legislative requirements.

## **COUNSELLING**

### **Residential Program**

- Participates in interdisciplinary rounds, case conferences and family meetings
- Provides culturally competent client-focused spiritual care with a focus on grief, bereavement and healthy coping strategies
- Facilitates or coordinates access to meaningful rites and rituals for residents and their families, engaging appropriate faith or cultural leaders as needed to ensure supports align with the residents' beliefs and preferences.

### **Community Program**

- Supports a small community-based caseload, and provides individual, couple and family grief and bereavement counselling across the palliative care journey including: unexpected and expected death; community members with a life-limiting diagnosis; caregivers; and bereaved persons.
- Participates in case conferences/community meetings to support and advocate for client mental health and well-being needs from a grief and bereavement perspective.

## **GROUP PROGRAM FACILITATION, DELIVERY AND EVALUATION**

- Collaborates with Community and Supportive Care Services team members, volunteers and service providers to plan creative grief and bereavement support groups.
- Facilitates (in collaboration with Community and Supportive Care Services team members) group programs in community settings throughout Chatham-Kent.

## **ORGANIZATIONAL, TEAM AND PROFESSIONAL CONTRIBUTIONS**

- Builds strong relationships with Hospice managers, staff, volunteers and community partners consistent with the mission, vision and values of Chatham-Kent Hospice.
- Maintains accurate, timely and confidential records, in accordance with the standards of a Professional College, Chatham-Kent Hospice policies and procedures, and accreditation standards.
- Communicates spiritual care needs to the interdisciplinary circle of care in a respectful, privacy-protective manner that supports coordinated, person-centred care.
- Establishes and nurtures positive working relationships with multicultural, multi-faith, collegial agencies and organizations that provide support to marginalized populations
- Represents Chatham-Kent Hospice in a positive and professional manner, and promotes the best interest of the organization at speaking engagements and participating on external committees, task forces, and networks, as required.
- Assists with developing and facilitating grief and bereavement education sessions/presentations to support external healthcare professionals and community partners, as requested. Participates in team meetings and contributes to a team culture that fosters collaboration, mutual support, program improvements based on data and outcomes, and creative program development to ensure Community and Supportive Care Services are client/relationship-centred, effective and efficient.
- Implements professional development plans based on active participation in performance reviews. Attends relevant professional development conferences, workshops and other in-service learning opportunities. Shares learnings with Community and Supportive Care Services team members to help build team capacity.
- Creates a supportive learning environment for students, and acting as a preceptor as assigned.
- Collects data, on schedule, as required by the Manager of Community and Supportive Care Services for statistical, reporting, improvement and funding purposes.
- Participates in community events designed to promote Community and Supportive Care Services and programs.
- Adheres to policies, procedures and best practice standards of Chatham-Kent Hospice and any regulating, professional and accrediting bodies.
- Understands and promotes the culture of philanthropy at Hospice and serve as a philanthropic ambassador within the organization and in the community.
- Access to reliable vehicle for travel within Chatham-Kent. Valid driver's licence and automobile insurance.
- Must carry independent mental health professional liability insurance as applicable.
- Performs all other duties as assigned from time to time.

## **PREFERRED QUALIFICATIONS & EXPERIENCE**

- Master of Divinity or equivalent from a recognized academic institution required.
- Two units of Clinical Pastoral Education and specialist in institutional ministry preferred.
- Master's or degree in Social Work or Counselling or equivalent from an accredited university, and a member in good standing with a relevant college (OCSSWSW or CRPO) an asset.
- Member of C.A.S.C. Canadian Association of Spiritual Care preferred.
- Three (3) to five (5) years related experience, preferably in a palliative care setting.
- Demonstrated knowledge and respect of other faiths and traditions while using sound theological, assessment and reflective skills.
- Extensive experience supporting individuals and families facing life threatening illnesses as well as providing grief and bereavement support to individuals of all ages.

- Palliative Care Certification e.g., Fundamentals of Palliative Care, Learning Essential Approaches to Palliative Care (LEAP) (or willing to complete).
- Program planning, development and implementation experience is an asset.
- Demonstrated relationship centred skills consistent with the Mission, Vision and Values of Chatham-Kent Hospice.
- Possess good communication, leadership, organizational and interpersonal skills.
- Experience in a not-for-profit setting an asset.
- Demonstrated experience and knowledge of effective individual and group facilitation principles.
- Cultural Competency training preferred.
- Willingness to work flexible hours and possess reliable personal transportation and be approved by insurance carrier to drive personal vehicle.
- Proficiency in working with Microsoft Office 365, Excel, PowerPoint, and Outlook.
- Bilingual (English/French) would be considered an asset.

## **REQUIREMENTS**

- Access to reliable vehicle for travel within Chatham-Kent. Valid driver's license and automobile insurance.
- Vulnerable Sector Police Background Check
- Health Screening Requirements:
  - Two-step Tuberculin Skin Test (TST)
  - Up-to-date Tetanus immunization

## **COMPENSATION PACKAGE**

Based on qualifications and years of experience as outlined within the job description:

- Salary Range: \$70,000 – \$78,500
- Vacation: 3 weeks
- Pension: Healthcare of Ontario Pension Plan (HOOPP)
- Benefits: Comprehensive benefit plan includes prescription drug coverage, vision care, health care, dental care, and life insurance/accidental death and dismemberment
- Professional Development Opportunities

## **HOW TO APPLY**

Chatham-Kent Hospice welcomes all members of the community, regardless of race, national origin, colour, political affiliation, religion, age, sexual orientation, gender identity or expression, family status, marital status (including single status), economic circumstance or disability. This is to be reflected in the individuals we care for as well as in our recruitment strategies for both staff and volunteers to ensure that we reflect the diversity of the Chatham-Kent Community.

Chatham-Kent Hospice is an inclusive employer dedicated to building a diverse workforce. We welcome and encourage applications from all qualified candidates, who embrace our core values, and will accommodate applicants' needs throughout all stages of the selection process. All information received relating to accommodation will be addressed confidentially.

**Please send your cover letter and resume in PDF format as well as any questions or accessibility support requests to Jocelyn Watson, Human Resources Manager at [hr@chathamkenthospice.com](mailto:hr@chathamkenthospice.com) by June 4, 2026 at 4:00 p.m.**

**We thank all applicants for their interest, however, only those selected for an interview will be contacted.**