

ORANGE POLICE DEPARTMENT VOLUNTEER PROGRAM - JOB DESCRIPTION

TITLE:

Chaplain

DEPARTMENT:

Administration

DESCRIPTION OF DUTIES:

As part of their official duties with the Chaplaincy, Chaplains are expected to respond and react to such duties that maybe requested of them by the Law Enforcement Agencies. These tasks may include follow-up to those affected persons.

Some of these duties are, but not limited to:

Death notifications

Suicide threats, attempts and completions

Deaths of children

Fatal accidents

SWAT operations

Violent crimes against people

Sex crimes

When an officer is seriously injured or has died on duty, respond to the hospital emergency room, on request, and identify themselves to the hospital staff and the hospital chaplain and work with both according to common ethical courtesies.

Counsel officers and families with personal problems, marriage and family, stress, etc..

Be on call and on the street during any major demonstration in the city or any public function requiring the presence of a large number of Law Enforcement personnel.

Visit sick and injured Law Enforcement personnel at home or in the hospital.

Attend and participate in funerals of active as well as retired members of the Agency or Department.

Conduct memorial services.

Assist department officials in making notifications to families of law enforcement personnel who are injured or killed.

Participate in "in-service" training classes, as attendees or instructors.

Be willing to enter into training courses to enhance his/her effectiveness.

Periodically attend roll calls or briefings.

Do regular ride alongs with Patrol officers.

Attend Departmental graduations, promotions, award ceremonies, dinners, social events, and offer invocations and benedictions.

Represent the Department before official bodies upon request.

Be responsible for the organization and development of the spiritual organizations in the Department.

Public relations efforts.

The Chaplain will recruit, train, deploy, supervise and evaluate a team of volunteer clergy to assist in performing the ministry. Each volunteer will report in writing to the Chaplain regarding services rendered (forms to be provided). Privileged information will not be included in the report.

QUALIFICATIONS:

Be an ordained or licensed member of the clergy in good standing and endorsed for the Chaplaincy by a recognized religious denomination. (In some instances a woman will be more effective than a man and her services should be obtained.)

Show godly compassion, understanding and love for his fellow man and relate easily to people.

Maintain high spiritual and moral standards.

Manifest a broad base of experience and professional maturity, emotional stability and personal flexibility.

Be tactful and considerate in his approach to all people, regardless of race, creed or religion.

Indicate a willingness to be involved in training that would enhance one's efficiency in meeting and dealing with people in crisis (e.g. trauma intervention) and should be familiar with community resources and referral services.

Be willing and available to respond to any and all situations where his presence as Chaplain is indicated.

Possess a valid and current California driver's license.

Respond to all major disasters in the county: bombings, building collapses, explosions, airplane crashes, multiple-alarms of fire, unusual industrial accidents and other disasters.

Provide liaison with other religious leaders in the community.

Notify as soon as possible the involved person's clergyman in cases of death or serious injury.

Make proper referrals in unique cases which need specialized attention.

Assist in raising funds for the Chaplaincy ministry/keep supports apprised of the work of the ministry

HOURS:

Flexible - some evenings, and weekends required (based on Department needs).

A chaplain should be willing to come whenever he or she is needed--this includes getting out of bed in the middle of the night. Chaplains are committed to responding when needed. Of course there will be times when a chaplain cannot respond immediately, but the complaint most often heard from chaplains is that the department doesn't call them enough.

If someone needs to talk personally with a chaplain, they should be able to get a prompt response. However, don't expect the chaplain to be a mind-reader. He may not realize that when you propose, "why don't you ride with me sometime, chaplain," that what you really want is to talk with him privately. Expect a quick response, however, when you say, "I've got something I would like to talk about with you."

TRAINING:

In-service training offered in communication

Each Chaplain must be able to accomplish the following on a monthly basis:

- One ride-along in assigned beat
- Attend the monthly four hour training session
- Be available to be called out for crisis or emergency response (in assigned beat)
- Complete monthly reports on activities

AREA SUPERVISOR:

Deborah Klein, Volunteer Coordinator – (714) 744-7328