Australian Government

Department of Education, Employment and Workplace Relations

PUADEFCH005B Perform as an effective member of the Chaplains' branch

Revision Number: 1

INDUSTRY SKILLS COUNCILS
Creating Australia's Future

PUADEFCH005B Perform as an effective member of the Chaplains' branch

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor	This unit covers the competency required to belong to the Australian Defence Force Chaplains' Branch, a parent religious body as well as participate in a base/establishment *chaplaincy team*.
	It also covers the requirement of military chaplains to maintain their own personal spirituality and well-being.
	This competency is required by all Defence chaplains.

Application of the Unit

Application of the Unit	The application of this unit in the workplace - the environments, complexities and situations involved - will be written during Phase II of the Review of the PUA00 Public Safety Training Package.
	This text will be useful for the purposes of job descriptions, recruitment advice or job analysis; where possible, it will not be too job specific to allow other industries to import it into other Training Packages, where feasible.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite Unit/s   Nil

Employability Skills Information

Employability Skills   This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.	Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. **Participate as an effective chaplaincy team member**	1.1 Cooperative, working relationships with chaplaincy team leaders are established and maintained
	1.2 Communication with other members of the chaplaincy team is established and maintained
	1.3 Chaplaincy team procedures and practices are agreed and maintained
	1.4 Arrangements for chaplaincy coverage during periods of absence are negotiated and confirmed with the coordinating chaplain
2. **Support the Chaplains' Branch**	2.1 Cooperative, working relationships with command and senior chaplains are established and maintained
	2.2 Cooperative, working relationships with principal chaplains are established and maintained
	2.3 Communication with other members of the Chaplains' Branch is established and maintained
	2.4 *Policies*, *procedures and practices* adopted by the Chaplains' Branch are acknowledged and observed
3. **Maintain effective links with parent religious bodies**	3.1 Regular communication with members of parent religious bodies is maintained
	3.2 Collegiality with the local minister's fraternal and religious associations is established and maintained
	3.3 Chaplaincy related issues are represented within parent religious bodies in accordance with standard procedures
	3.4 Regular communication with other clergy/religious leaders is established and maintained
4. **Maintain own personal spirituality and well-being**	4.1 Reading and prayer life is maintained
	4.2 *Spiritual direction* practice is maintained
	4.3 *Personal well-being* is maintained

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- work as a team member
- take part in and facilitate interpersonal exchanges with the team
- encourage team members
- establish, maintain and develop relationships, exploring issues and or problem solving
- use a variety of verbal and non-verbal communication techniques including body language, language style
- actively listen, summarise and clarify ideas
- read and understand organisations policies, procedures
- organisational
- planning
- analytical, evaluation and interpretation
- facilitation
- liaison

Required Knowledge

- denominational doctrines, worship and practices
- the endorsed model of military chaplaincy
- the operation of the Chaplains' Branch, within a service and command structure
- relevant Defence staff and command processes
- relevant Defence and civil support agencies
- teamwork principles and strategies
- composition of teams and roles and responsibilities of team members
- verbal and non-verbal communication techniques including body language, language style, active listening, questioning
- techniques for giving and receiving feedback in a constructive manner

Evidence Guide

EVIDENCE GUIDE

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessment must confirm the ability to work in a chaplaincy team environment while supporting the Chaplains' Branch and maintaining links to the parent religious bodies
	Consistency in performance
	Competency should be demonstrated in a range of actual or simulated chaplaincy contexts
Context of and specific resources for assessment	**Context of assessment**
	Competency should be assessed by observing a chaplain within the workplace or simulated environment in a role where effective chaplaincy team work is required
	Specific resources for assessment
	There are no special resource requirements for this unit
Guidance information for assessment	Information that will assist or guide assessment will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

Range Statement

RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

Chaplaincy teams may be established for	Mutual support
	Goal-setting
	Appraisal
	Mentoring
	Coaching
	Briefing
	Theological discussion
	Training
	Worship
Policies, procedures and practices may include	Goals, objectives, plans, systems and processes
	Access, equity and diversity principles and practices
	Quality and continuous improvement processes and standards
	Standard operating procedures
	Ethical standards
	Performance plans
	Defined resource parameters
Spiritual direction may include	The maintenance of individual chaplain's personal spirituality through annual retreats
Personal well-being may include	Personal integrity
	Personal priorities
	Personal emotions
	Personal relationships
	Personal stress
	Psychological well-being
	Personal leadership to peers

Unit Sector(s)

Not applicable.

Corequisite Unit/s

Co-requisite Unit/s   Nil