![Australian Government - Department of Education, Employment and Workplace Relations]

DEF50812 Diploma of Defence Chaplaincy

Release: 1

![Industry Skills Councils - Creating Australia's Future]

DEF50812 Diploma of Defence Chaplaincy

Modification History

Not applicable.

Description

Not applicable.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills Summary for DEF50812 Diploma of Defence Chaplaincy

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the DEF50812 Diploma of Defence Chaplaincy have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Employability Skill	Employability Skills Statement
	Defence qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.
Communication	• counsel organisation members and their families • determine specific needs of organisation members • document pastoral care and counselling proceedings • ensure relevant records maintenance requirements • follow instructions and report information • maintain records • monitor and document mental, emotional and spiritual well being of the organisation community • provide information on availability of chaplaincy and other pastoral services • provide spiritual advice and support • report pastoral issues and trends • use verbal and non-verbal communication techniques including body language, language style, active listening, questioning
Teamwork	• establish and maintain communication with other members of the chaplaincy team • establish and maintain cooperative, working relationships with command and senior chaplains • establish collaborative relationships with local clergy • establish relationship with community members • facilitate small group discussion • provide pastoral support to organisational members in their work, home and leisure environments • provide supportive networks • support family members in their home • undertake and maintain liaison with support agencies
Problem solving	• apply quality and continuous improvement processes and standards

	• establish, maintain and develop relationships, exploring issues and or problem solving • provide frameworks for responding to crises • research background information to determine the most appropriate manner of presentation
Initiative and enterprise	• be pro-active or reactive for personnel positively seeking spiritual and religious growth opportunities, personnel seeking succour in time of stress, and for personnel identified as needing support but who have not actively sought it • use planning tools and methodologies such as intuition, experience and knowledge, anecdotal evidence, consultations and liaison
Planning and organising	• develop, confirm and document plans with relevant personnel • establish religious service, activity or celebration to be conducted • facilitate training, endorsement and encouragement of religious leaders • identify planning requirements for chaplaincy services from organisation processes • identify planning tools and methodologies and apply throughout the planning process • identify, select and obtain all relevant planning factors and other data required, in accordance with organisation procedures • test plans for accuracy and relevance and agreed with appropriate personnel in accordance with organisation procedures
Self-management	• apply professional codes of practice • attend conferences • liaise with peers and organisation members • listen actively, summarising and clarifying ideas • maintain reading and prayer life • maintain personal well-being • maintain spiritual direction practice • present abstract and symbolic ideas to groups and individuals • provide positive and empathetic feedback • read and interpret spoken and written texts which include abstract ideas and symbolism • retain professionalism under duress • seek formal and informal feedback from clients • select language style suitable to audience and context for the purpose of establishing, maintaining and developing relationships, exploring issues and or problem solving • take part in and facilitating interpersonal exchanges with groups and individuals

Learning	• learn about codes of behaviour
	• learn about organisation guidelines and standards for privacy, confidentiality, defamation, duty of care
	• learn about principles of chaplaincy care
	• learn about relevant organisational processes and protocols
	• learn about relevant records maintenance requirements
	• learn about world religions together with associated religious beliefs and practices; denominational doctrines, worship and practices
	• maintain personal spirituality through annual retreats
Technology	• use appropriate electronic media
	• use information technology such as the internet for research
	• use planning tools and methodologies such as software programs

Packaging Rules

Qualification Requirement: **12 units**
All 7 core units plus 5 elective units
The 5 elective units may be taken from the elective units listed below, or may include 2 elective units from within this Training Package or any other endorsed Training Package at the same qualification level or a higher level.

Code	Core Units
DEFCH001B	Provide pastoral care
DEFCH002C	Provide ethical and pastoral advice
DEFCH003B	Deliver chaplaincy services
DEFCH004B	Conduct and facilitate religious observances and activities
DEFCH005B	Perform as an effective member of the Chaplains' branch
DEFEQ001C	Work with equity and diversity
BSBCMN411A	Monitor a safe workplace

Code	Elective Units
BSBADM502A	Manage meetings
BSBFLM501A	Manage personal work priorities and professional development
BSBFLM502A	Provide leadership in the workplace
BSBFLM503A	Establish effective workplace relationships
BSBSUS301A	Implement and monitor environmentally sustainable work practices
FNBACC01B	Provide financial and business performance information
FNBACC16B	Evaluate financial risk
DEFEQ003B	Manage equity and diversity
DEFRI001B	Treat risk within Defence at an operational level
DEFRI002B	Conduct risk assessment in a Defence environment
PUAPRO001B	Promote a learning environment in the workplace
PUATEA003B	Lead, manage and develop teams
TAADEL301C	Provide training through instruction and demonstration of work skills
TAAASS401C	Plan and organise assessment
TAAASS402C	Assess competence

TAAASS404B   Participate in assessment validation