



**Australian Government**

# **DEFCHP005 Perform as an effective member of the Chaplains' branch**

**Release: 2**

# **DEFCHP005 Perform as an effective member of the Chaplains' branch**

## **Modification History**

Release 2. Modifications made to Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFCH005B Perform as an effective member of the Chaplain's branch.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice
- PC added in element 1,2 and 3
- PC 2.1 & 2.2 merged
- PC 2.3 removed, 3.2 and 3.4 removed
- All PC in element 4 revised

## **Application**

This unit describes the skills required to participate in a base/establishment chaplaincy team and to perform as an Australian Defence Force Chaplain representing a parent religious body. It also covers the requirement of military chaplains to maintain their own personal spirituality and well-being.

This unit was developed for Defence chaplains but may be relevant to others who work in this field.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work independently, while performing complex tasks in a mainly predictable context.

No licensing, legislative or certification requirements apply to unit at the time of publication.

## **Pre-requisite Unit**

Not applicable.

## Competency Field

Chaplaincy

## Unit Sector

Not applicable.

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

#### **1 Participate as an effective chaplaincy team member**

- 1.1** Establish and maintain cooperative, working relationships within the chaplaincy team
- 1.2** Provide input into the preparation of team administration instruction and resource proposals
- 1.3** Establish and maintain communication with other members of the chaplaincy team and coordinating chaplain
- 1.4** Implement and adhere to chaplaincy team procedures and practices
- 1.5** Negotiate and confirm arrangements for chaplaincy coverage during periods of absence with the coordinating chaplain

#### **2 Support the Chaplains' Branch**

- 2.1** Establish and maintain cooperative, working relationships with Director General Chaplaincy, Principal Chaplains, Command Chaplains and Service Chaplains
- 2.2** Acknowledge and observe policies, procedures and practices adopted by the Chaplains' Branch
- 2.3** Represent the interests of Chaplaincy, religious practice and character development

#### **3 Maintain links with parent religious bodies**

- 3.1** Maintain regular communication with members of parent religious bodies

|                                                            |            |                                                                                                  |
|------------------------------------------------------------|------------|--------------------------------------------------------------------------------------------------|
|                                                            | <b>3.2</b> | Represent chaplaincy related issues within own religious bodies                                  |
|                                                            | <b>3.3</b> | Manage and maintain ecclesiastical records in accordance with parent religious body requirements |
| <b>4 Maintain own personal spirituality and well being</b> | <b>4.1</b> | Develop practices to maintain own personal and spiritual well-being                              |
|                                                            | <b>4.2</b> | Reflect on personal challenges and own theological beliefs                                       |
|                                                            | <b>4.3</b> | Identify opportunities for obtaining spiritual direction/mentorship/coaching/supervision         |

## Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

## Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

## Unit Mapping Information

This unit supersedes and is equivalent to DEFCH005B Perform as an effective member of the Chaplains' branch.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

# Assessment Requirements for DEFCHP005 Perform as an effective member of the Chaplains' branch

## Modification History

Release 2. Modifications made to Assessment Conditions.

Release 1. This unit was released in DEF Defence Training Package release 1.0 and meets the Standards for Training Packages.

This unit supersedes and is equivalent to DEFCH005B Perform as an effective member of the Chaplain's branch.

- Unit code updated
- Content and formatting updated to comply with new standards
- All PC transitioned from passive to active voice
- PC added in element 1,2 and 3
- PC 2.1 & 2.2 merged
- PC 2.3 removed, 3.2 and 3.4 removed
- All PC in element 4 revised

## Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and includes:

- taking part in and facilitating interpersonal exchanges with the team
- respecting the beliefs and traditions of others
- encouraging team members
- establishing, maintaining and developing relationships
- using appropriate communication techniques
- listening actively
- clarifying ideas
- reading and understanding organisations policies, procedures.

## Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- branch structure including lines of communication
- faith group lines of communication
- faith group 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
- 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.

## Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- relevant materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- acceptable means of simulation assessment.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>