



Australian Government

Department of Education, Employment and Workplace Relations

PUADEFCH004B Conduct and facilitate religious observances and activities

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

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This unit covers the competency required to conduct services of worship, sacramental and discipleship activities; establish and develop a chapel community and facilitate multi-faith observances and activities within an organisational structure.
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. Provide for chaplain's own faith group	1.1 Prospective faith community members are contacted and introduced to the sacraments, liturgy and discipleship in accordance with chaplain's own faith requirements 1.2 Pastoral care is provided to faith community members in accordance with chaplain's own faith requirements 1.3 Relocated faith community members are referred to other communities in accordance with chaplain's own faith requirements 1.4 Bible studies and religious education programs are developed, conducted and reviewed in accordance with chaplain's own faith requirements 1.5 Fellowship groups are supported in accordance with own faith requirements 1.6 Local faith community activities are promoted and resourced in accordance with organisational requirements
2. Facilitate multi denominational and inter faith group religious observances and activities	2.1 Religious observances and activities of multi denominational and inter faith groups are identified 2.2 Liaison with religious leaders of multi denominational and inter faith groups is conducted 2.3 Religious observances and activities are facilitated 2.4 Training, endorsement and encouragement of religious leaders is facilitated 2.5 Multi denominational and inter faith communities are resourced in accordance with organisational requirements
3. Conduct religious services, activities and celebrations	3.1 Religious service, activity or celebration to be conducted is established 3.2 Background information is researched to determine the most appropriate manner of presentation 3.3 Plans are developed and confirmed with relevant personnel 3.4 Services, activities and celebrations are conducted in accordance with organisational requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required Skills

- meet denominational or multi-faith requirements
- communication skills include the capacity to:
 - gather information from a variety of sources and using range of media
 - analyse complex personal and organisational issues
 - take part in and facilitate interpersonal exchanges with groups and individuals, selecting language style suitable to audience and context for the purpose of establishing, maintaining and developing relationships, exploring issues and or problem solving
- actively listen, summarise and clarify ideas
- provide positive and empathetic feedback
- use a variety of verbal and non-verbal communication techniques including body language, language style
- prepare written plans, advice, reports and services using appropriate electronic media
- organisational
- planning
- analytical, evaluation and interpretation
- facilitation
- liaison

Required Knowledge

- world religions together with associated religious beliefs and practices
- denominational doctrines, worship and practices
- principles of chaplaincy care
- relevant organisational requirements
- code of behaviour
- organisation guidelines and standards for privacy, confidentiality, defamation, duty of care
- professional codes of practice
- ethical standards
- verbal and non-verbal communication techniques including body language, language style, active listening, questioning
- principles of teamwork and teams aims and objectives
- composition of community/organisation and roles and responsibilities of the community/organisation members

Evidence Guide

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to operate in a spiritual framework and be a recognisable person of God immersed in the practice of faith, to provide for own faith community, to meet denominational or inter faith requirements and to bring ecumenical comfort and/or challenge to participants

Religious observances must be conducted in a manner that resonates with the life experiences of the participants and is authentic to the chaplain's faith

Consistency in performance

Competency should be demonstrated in a range of actual or simulated chaplaincy contexts and may need to take place over time to ensure competency is demonstrated in a variety of religious observances and activities

Context of and specific resources for assessment**Context of assessment**

Competency should be assessed by observing a chaplain in the conduct and facilitation of religious observances and activities

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.

Fellowship groups include	Such groups as the Military Christian Fellowship
Organisational requirements may include	Legislation Policies Procedures Practices Standards Conventions Goals, objectives, plans, systems and processes Access, equity and diversity principles and practices Quality and continuous improvement processes and standards Performance plans Defined resource parameters
Religious observances and activities may include	Denominational services Ecumenical services Funerals Marriages Baptisms Confessions/reconciliations Memorial services Organisation celebrations And may include such things as guards of honour, escorts and the firing of salutes and may require the management of a chapel
Facilitation of religious observances and activities may	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
Services, activities and celebrations may include	Ecumenical church services Funerals Dedications Memorial services Religious activities

Unit Sector(s)

Not applicable.

Corequisite Unit/s

Co-requisite Unit/s Nil