



Employment Opportunity: Chaplain

West Pierce Fire & Rescue (WPFR) is hiring an additional Chaplain position. The Chaplain provides emotional and/or spiritual support to current and retired members of the department as well as those receiving emergency services from WPFR.

Position Summary:

Chaplains respond to fire, mass casualty and/or emergent incidents to provide victim support and coordinate with community support agencies for victim assistance after a loss. Chaplains also provide grief, loss counseling and/or spiritual support to employees and their families experiencing emotional crisis. Please see attached Position Description for full details and the minimum Recruitment Requirements.

Compensation & Benefits:

Chaplains are expected to work a flexible schedule to adequately meet the needs of the position and organization. The employee shall work a minimum of 625 hours annually.

- The 2022 monthly base salary is \$1,739. Due to significant work performed at night, weekends and/or holidays, the employee receives on-call pay at 5% of base salary.
- Medical, vision and dental insurance is provided for the employee and dependents.
- WPFR contributes \$4,000 annually to an HRA account for the employee.
- The employee shall receive a District-issued cell phone or receive a \$100 monthly allowance for use of their personal cell phone.
- The District shall provide a take-home vehicle.
- Uniforms will be issued by the District.

Hiring Process:

- Please email a cover letter and resume (required); with up to three recommendation letters (optional) to employment@westpierce.org by 5:00 PM on Friday, March 18.
- Interviews will be the week of March 21 and scheduled on an individual basis.
- We anticipate a conditional offer will be made by March 31. Successful completion of a criminal background investigation and driving abstract review is required. The costs associated with these conditions shall be paid by the District.
- The hire date shall be mutually agreed upon by the District and employee, after the employment conditions have been fulfilled.



Position Description Chaplain

Date: February 2022

GENERAL FUNCTION:

The Chaplain provides emotional and/or spiritual support to current and retired members of the department as well as those receiving emergency services from West Pierce Fire & Rescue.

CONTROLS OVER WORK:

The position shall report to and is accountable to the Deputy Chief of Operations. Performance is evaluated through observation of daily activities, program effectiveness and degree of harmony with citizens, co-workers, and partner agencies. The position will work a schedule in accordance with contractual agreement.

ESSENTIAL JOB FUNCTIONS:

The position shall:

- Respond to fire incidents, mass casualty incidents, natural disasters and other emergency incidents serving as an active member of the incident management system (MIS) as assigned by the incident commander.
- Provide victim support in order to free operational personnel for emergency response duties.
- Coordinate with community support agencies to provide victim assistance after a loss.
- Assist victims in contacting necessary family members, friends and resources in order to help stabilize the situation and help effect restoration and/or recovery.
- Provide grief and loss counseling and/or spiritual support to District employees and their families experiencing emotional crisis.
- Maintain an awareness of critical or cumulative emotional stress effects in first responders and provide or help coordinate appropriate interventions.
- Provide education to first responders, enhancing their ability to identify and interact with co-workers or others in crisis.
- Provide Pastoral counseling upon request.
- Provide invocations, dedicatory prayers and/or benedictions at official department functions.
- Visit fire stations and other departments work sites to gain understanding of department operations and build effective relationships with all employees.
- Work with district staff to ensure adequate response coverage.
- Perform other duties related to the position, as assigned.
- Work collaboratively with peers in partner agencies.

KNOWLEDGE, SKILLS, AND ABILITIES:

The position shall have demonstrated the ability and/or skills to effectively:

- Use tact and courtesy with the public, co-workers, and partner agencies.
- Communicate in the English language, both orally and in writing.
- Travel between various worksites as necessary to fulfil the needs of the District.
- Organize and accomplish work assignments with minimal supervision.
- Operate multi-function phone system, computer with standard office suite, email, calculator, etc.
- Exercise sound judgment in personnel relations.
- Drive District vehicles for routine duties.
- Possess an understanding of various cultural customs and practices surrounding the loss of life.

PHYSICAL DEMANDS:

The position shall have the demonstrated ability to:

- Move about an emergency scene unencumbered.
- Work in unpredictable emergency incident scenes when participating as an active member of the IMS team.
- Communicate over the telephone and speak in person to individuals and groups.
- Operate office machines to include computer, copy machine, fax machine, and printers.
- Sit, talk and hear, move about, operate or control objects, tools, and machines.
- Lift/move objects weighing up to 10 pounds on a regular basis.
- Possess acceptable auditory and visual senses to meet the requirements of the job.

RECRUITING REQUIREMENTS:

Minimum:

- High school diploma or equivalent.
- Licensed member of the clergy.
- Work experience and/or post-high school education deemed adequate to prepare the candidate for the position, as determined by the Fire Chief or their designee.
- Valid driver's license allowing legal driving in the State of Washington.

Desirable:

- College level education and continuing education opportunities that enhance the employee's ability to perform essential functions of the job.
- Ability to converse in a language in addition to English.
- Ordained member of the clergy.