

GUIDELINES FOR VISITING CHAPLAINS

Curtin Student Guild is the representative body for students at Curtin University, It provides a range of services to the students including the co-ordination and management of Visiting Chaplains to the University's WA campus's .

The guidelines listed below are designed to assist and encourage the work of visiting Chaplains. They are intended to be flexible and support the co-existence of different religious groups on campus.

The purpose of the Guidelines is to clarify mutual understanding in the following areas:

- 1. The relationship between the Chaplains and the Guild and the University;**
- 2. The role of Chaplains;**
- 3. The relationship between the Chaplains and associated campus religious organisations.**

1. Relationship between the Chaplains, Curtin Student Guild and the University

Chaplains will need to be nominated by the authorities of their religious bodies to provide chaplaincy services in a voluntary capacity to Curtin Student Guild and Curtin University. The Guild accepts nominations of Chaplains to the University's Bentley and Kalgoorlie campuses.

All nominations are formally recognised by the University once approved by the Guild.

Nominated Chaplains are accountable to their nominating religious body and to the Guild. They are Associate Members of the University and are not direct employees.

In the execution of their duties, it is the responsibility of a visiting Chaplain to be familiar, compliant with, and supportive of the Guild's and University's values and policies. This includes the University's Staff and Student Codes of Conduct. It is presumed that the nominated chaplain accept these guidelines as the basis for their work within the University.

It is recognised that in our pluralist community, there are significant differences in religious belief. It is salutary that these differences be acknowledged, and that mutual respect among those with different beliefs be promoted and maintained.

2. The Role of Chaplains

It is the role of the visiting Chaplains to minister to students and staff of the University, and have a responsibility to provide an effective and ethical service. This service should seek to contribute to an environment which supports mutual respect, healthy self-esteem and the appropriate pursuit of personal work and study goals.

The roles of Chaplains will differ according to the particular tradition of each religious body, but generally can be described as follows:

PASTORAL CARE

Visiting Chaplains can provide pastoral care for students and staff, supplementing the other support services of the University. It is recognised that some students may prefer a Chaplain to a clinical counsellor for personal counselling. Chaplains will help to provide for personal and social needs, and to facilitate community life in the University. The aim of these services is to contribute positively to the quality of life and learning at the University.

Chaplains are encouraged to provide practical care in a number of ways which may include:

- enabling individuals to understand their spiritual concerns;
- providing personal advice and counsel;
- providing services to international students who are dealing with the dislocation and adjustments of living and studying in a different culture;
- diversifying social contact especially for international students and others living away from home;
- creating opportunities for students and staff to meet across faculty and cultural barriers;
- advising the broader University community, on issues relating to ethics or social welfare.
- link with wider religious communities such as chaplaincies and religious groups from other tertiary institutions

It is recognised that in many instances it is appropriate that the visiting Chaplains work in conjunction with other areas of the University such as Curtin Student Guild, Student Services, etc.

SPIRITUAL

Chaplains should be able to provide opportunities for a wide variety of religious services and activities appropriate to the diversity of their traditions and faiths, such as seasonal festivals, contemplation, prayer, liturgical worship and study of sacred writings.

RELIGIOUS TEACHING

Chaplains may provide religious teaching and opportunities for dialogue and discussion in accordance with the teachings of their faith traditions. However, such teaching must not be conflicting or in opposition to the Guild's or University's values. Teachings and opportunities for dialogue and discussion must respect the rights of others; as such, proselytising is not permitted.

3. Chaplains and associated campus religious organisations

The Guild manages student clubs and societies, with some covering religious interests. These campus religious organisations are a separate entity from that of the Chaplains. Visiting Chaplains can choose to work closely with the associated campus religious organisation. Consideration must be taken that these associated campus religious organisation are led by students.

Chaplains should encourage the associated campus religious organisations, with which they work with, to adhere to ethical standards and adherence to the Guild and University Codes of Conduct.

Nomination and Approval process

Interested Chaplains will need to be nominated by the authorities of their religious bodies to provide chaplaincy service to Curtin Student Guild and Curtin University in a voluntary capacity. Interested parties will need to provide the following for the Guild's consideration.

- Completed application form (Multi-faith Services Request for Occupancy)
- Nomination letter from the authorities of associated religious bodies
- Current Working with Children Check valid for at least 3 months
- Copy of Visa details, if applicant is a not a citizen or non-permanent resident of Australia

Completed applications to be submitted to Student.Assist@guild.curtin.edu.au.

If the nomination is successful, interested parties will be given University Associate membership as visiting Chaplain to Curtin University. This membership is valid for 12 months and can be renewed annually. Should a Chaplain wish to continue their role at Curtin University past the 12 months, they will be required to renew their University Associate Membership using the same process above.

Associate Membership application and renewal will need to be submitted 2 months prior to membership expiry. For example:

If University Associate Membership is set to expire is 31st December 2018, completed application will need to be submitted to the Guild by 31st October 2018.

Resources Available to Visiting Chaplains

1. Access to campus facilities such as the Prayer Room and Curtin Library
2. Access to free parking at Curtin Security
3. Booking of venues on campus, on the provision that 90% of the attendees are University students and staff