

**EL PASO COUNTY SHERIFF'S OFFICE
VOLUNTEER POSITION DESCRIPTION**

POSITION TITLE: Patrol Chaplain

SUMMARY OF FUNCTION: Provide comfort, counseling and spiritual guidance to all Sheriff's Office members, sworn and civilian, and members of their families upon request. Respond to assist during times of tragedy, such as serious injuries, accidental and natural death, homicides and suicides. Provide words of inspiration, comfort, prayer, invocations, benedictions, at Sheriff's Office functions. Counsel with members of the community when there is a request for such counsel. Make death notifications.

ESSENTIAL JOB FUNCTIONS: **FREQUENCY**

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| 1. Periodically complete ride-alongs with Deputies. | Frequent |
| 2. Carry out death notifications as authorized by the Coroner's Office (homicides, suicide, accidental or natural death) or the Sheriff's Office. | Occasional |
| 3. Remain in "on-call" status to perform chaplain functions one week per month. | Frequent |
| 4. Provide comfort, spiritual guidance, and counseling to members of the Office and their family members in time of crisis or need. | Frequent |
| 5. Work with domestic disturbances, the mentally disturbed, juvenile situations, neighborhood problems, etc., when determined their involvement would be helpful. | Occasional |
| 6. Responds to requests for words of inspiration, prayer, invocations, benedictions, etc. at Sheriff's Office functions. | Frequent |

OTHER JOB FUNCTIONS

Performs other duties as required.

QUALIFICATIONS

- Must be 21 years of age or older.
- Must possess a High School Diploma or GED.
- Ecclesiastically certified and in good standing and endorsed for the Chaplaincy by a recognized religious body, with at least three years of experience in ministry. Special consideration may be given to unique cases.

- Should have a specialized interest in Police Chaplaincy by training, working experience, and appointment.
- Must successfully pass a computerized voice stress analysis examination and background investigation
- Must possess a valid driver's license.
- Should be able to serve "on-call" on a twenty-four hour basis to be determined and governed by the Patrol Sergeant assigned to the Chaplain Assistance Program.
- Should manifest a broad base of experience in professional ministry, emotional stability, and personal flexibility.
- Should be tactful and considerate in his/her approach to all people regardless of ethnicity, sex, creed, or religion.
- Be willing to become trained in diverse areas of knowledge such as crisis intervention, domestic violence counseling, stress management, etc. and be familiar with community medical, psychiatric, and other helping resources in the local area.
- Must never have been convicted of a criminal offense or offenses involving moral turpitude.
- Ability to perform the essential functions of the position.

LICENSES OR CERTIFICATES

Certificate of Ordination or similar documentation endorsed by a recognized religious body or reference documentation demonstrating at least three years of experience in ministry.

ORGANIZATIONAL RELATIONSHIPS

Reports to: Patrol Sergeant assigned responsibility for the Chaplain Assistance Program.

Supervises: None

WORKING CONDITIONS:

Work performed occasionally under stressful conditions. At time on call for a 24 hour period , 7 days per week. Work performed indoors and outdoors at crime scenes and inside Sheriff's Office vehicles during ride-alongs with deputies. Some risk exists during ride-alongs with deputies while responding to potentially dangerous and unknown situations.