

JOB POSTING: SPIRITUAL CARE COORDINATOR

Position Type: Full-Time, Non-Union

Hours of Work: 75 hours bi-weekly

Schedule: 9AM-5PM. Some evenings, weekends, and on-call shifts are required. Hours may flex

About Trinity Village Care Centre

Trinity Village Care Centre, a not-for-profit long-term care home in Kitchener, Ontario, is seeking a dedicated and compassionate Spiritual Care Coordinator to join our team. As a full-time, permanent member of our care community, you will help ensure spiritual care is delivered to the highest standards.

At Trinity Village, we support residents in exploring and expressing their spirituality as they age and adapt to changing abilities. Rooted in respect for the sacredness of every individual, our inclusive community strives to provide holistic care—spiritual, emotional, and relational. While the current resident population is largely Christian and Catholic, this role supports a multi-faith, multicultural environment.

Position Summary

The Spiritual Care Coordinator oversees all aspects of spiritual care programming, resources, services, and events for residents and care partners. This role ensures that spiritual care at Trinity Village remains inclusive, person-centered, and supportive of diverse beliefs and lifestyles. The Coordinator will provide one-on-one visits, spiritual and emotional support, communication with faith-based organizations, and pastoral counselling as requested. They will foster an environment where all residents feel spiritually safe, respected and supported.

Key Responsibilities:

- Lead all spiritual care services, programs, events, and initiatives.
- Uphold Trinity Village's Mission, Vision and Values
- Ensure compliance with legislative bodies such as Ministry of Long Term Care
- Ensure adherence to CARF Accreditation standards
- Ensure adherence to the Eden Alternative Philosophy of Care
- Uphold the Resident's Bill of Rights under the Long-Term Care Homes Act.
- Conduct initial and ongoing assessments of residents' spiritual care needs and maintain care plans
- Provide individualized spiritual counselling and resources for residents and care partners.
- Ensure spiritual care activities meet diverse needs and abilities.
- Offer ongoing one-on-one spiritual support based on resident preferences.

- Participate in interdisciplinary communication during times of crisis, loss, grief, and end-of-life.
- Support palliative residents and their care partners.
- Facilitate spiritual programming for residents living with dementia.
- Build and maintain relationships with local faith communities for visits and services.
- Recruit, train, and support spiritual care volunteers, visiting clergy, and students.
- Promote and maintain appropriate spiritual practices and spaces within the home.
- Participate in the Palliative Care Committee, advocating for residents' spiritual needs.
- Plan and lead memorials, celebrations of life, worship services, and holiday observances.
- Coordinate an annual Spiritual Awareness Week highlighting diverse traditions.
- Develop measurable goals for the spiritual care program aligned with organizational plans.
- Provide compassionate, non-judgmental support for residents and families navigating MAID.
- Direct staff and caregiver inquiries to appropriate support programs (Employee Well-Being Program, Caregiver Support Group).

Skills & Competencies

- Genuine empathy and active listening skills
- Inclusive and respectful approach to all faiths and cultural backgrounds
- Strong written and verbal communication skills
- Proficiency in Microsoft 365 and general computer literacy
- Excellent interpersonal skills
- Positive attitude and professional presence
- Confident public speaking abilities
- Strong time management and organizational skills

Education & Experience

- Education in Theology, Religious Studies, Spiritual Care, Psychotherapy, Counselling, Social Work or Other Related field or a related field
- Minimum 2 years' experience in chaplaincy, faith-based ministry, counselling, or social work with older adults and/or people living with dementia.
- Endorsement by a recognized faith group/denomination
- Experience in spiritual care and dementia support
- Membership with the Canadian Association for Spiritual Care (CASC)
- Training in Fundamentals of Hospice Palliative Care
- Training in Gentle Persuasive Approaches

Other Requirements

- Clear Vulnerable Sector Criminal Record Check
- Clear 2-Step TB test prior to employment
- Annual influenza vaccination (unless medically exempt with documentation)

We want to thank all applicants for their interest. Only those selected for an interview will be contacted.

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, a request for accommodation will be considered throughout the hiring process. Applicants are required to provide their accommodation

needs in advance. For disability-related accommodation, please provide documentation from the applicants' treating physician, outlining functional limitations are related to the role.