

# CENTRAL AID AGENCY

POSITION APPLICATION				
POSITION NAME	POSITION DESIGNATION	OCCUPATIONAL SPECIALTY CODE	OPEN TO	
<b>Unit Chaplain</b>	<b>UCH-1</b>	<b>UCH1</b>	<b>Rated Personnel</b>	
DETAILS				
HAZARDOUS ROLE STATUS	POSITION COMMAND	POSITION LOCATION	SERVICE POINTS REQUIRED	
<b>Yes</b>	<b>Chaplain Corps</b>	<b>Sector 2 Junction City, OR</b>	<b>None</b>	
TYPE OF POSTING	OPEN DATE RANGE	RATING LEVEL	POSITION RANK	RANK SYSTEM DESIGNATOR
<b>Internal and External</b>	<b>Open Until Closed</b>	<b>All Active Duty &amp; Reserve Rating Levels</b>	<b>G1 Private and Above</b>	<b>100</b>
POSITION DESCRIPTION				
<ul style="list-style-type: none"> <li>• Unit Chaplains are Rated members of the Central Aid Agency who are cross-trained and tasked with providing faith support, spiritual guidance, and counseling to those that seek it within their assigned units. Unit Chaplains may be deployed to critical incidents and requested by partner agencies, but primarily perform this role within their home unit.</li> </ul>				
TYPE OF ASSIGNMENT				
<ul style="list-style-type: none"> <li>• This is an <b>Additional Duty Assignment</b>. Personnel assigned to this role carry out the related duties in addition to their main role within the Central Aid Agency, and must maintain simultaneous standards for both roles.</li> </ul>				
DESCRIPTION OF DUTIES				
<ul style="list-style-type: none"> <li>• Provide comfort, emotional, psychological, spiritual, and faith support to C.A.A. personnel, partner agencies, and the public, as needed.</li> <li>• Assist people in crisis, and refer them to resources.</li> <li>• Deliver death and other notifications as assigned.</li> <li>• Deploy to assist with and support C.A.A. operations.</li> <li>• Conduct Christian services and ceremonies, as assigned.</li> <li>• Work with partner agencies to provide chaplain services.</li> <li>• Participate in regular training and chaplain related activities.</li> <li>• Participate in honor ceremonies, as assigned.</li> <li>• Other related duties as assigned.</li> </ul>				
MEMBERSHIP REQUIREMENT				
<ul style="list-style-type: none"> <li>• Unit Chaplains are required to be members of the Central Aid Agency in a Rated capacity.</li> </ul>				

FAITH REQUIREMENT
<p>Devoted Follower of Jesus</p> <p>Devoted Follower of Jesus means someone that has accepted Jesus Christ as their Lord and Savior into their life, is engaged in an active relationship with Him, and must demonstrate on a regular basis at least four or more of the below:</p> <ul style="list-style-type: none"> <li>• Seeks to honor God in their words and actions.</li> <li>• Makes decisions prayerfully with wisdom and critical thinking based on objective and verifiable facts, rather than emotion or baseless ideology.</li> <li>• Seeks to live according to Christ's teachings as best they can.</li> <li>• Acts with wisdom, humbleness, and uses introspection in consultation with God to guide self-improvement.</li> <li>• Is knowledgeable about matters of faith and the Bible.</li> <li>• Does not blatantly engage in activities, behavior, or lifestyle that is sinful.</li> <li>• Values faith, goodness, truth, honesty, and honor.</li> </ul>
HOURS / ACTIVENESS REQUIREMENTS
<ul style="list-style-type: none"> <li>• Personnel must maintain the minimum activeness standards required by their level of Rating.</li> </ul>
PAYSCALE
<ul style="list-style-type: none"> <li>• This is a volunteer position</li> </ul>
BENEFITS
<ul style="list-style-type: none"> <li>• No benefits are currently offered for this position</li> </ul>
HYGIENE AND APPEARANCE REQUIREMENTS
<ul style="list-style-type: none"> <li>• Personnel must follow the Hygiene and Appearance Requirements of their home unit.</li> </ul>
UNIFORM
<ul style="list-style-type: none"> <li>• Unit Chaplains wear the uniform of their home unit.</li> <li>• Unit Chaplains are identified by chaplain insignia worn on their uniform.</li> </ul>
EQUIPMENT
<ul style="list-style-type: none"> <li>• Equipment personally purchased by personnel is their property and they may keep it upon leaving the agency.</li> <li>• All equipment issued to personnel must be returned upon leaving the agency.</li> </ul>
DESCRIPTION OF SELECTION PROCESS
<ul style="list-style-type: none"> <li>• Application Submission</li> <li>• Approval by Chaplain Officer and/or unit Commanding Officer</li> <li>• Assignment as a Unit Chaplain</li> <li>• Attend and pass Basic Chaplain Training</li> <li>• Receive full chaplain Status</li> <li>• Personnel will be on probation for up to six (6) months after initial assignment.</li> </ul>

## ELIGIBILITY

- **This role is open to Rated personnel.**
- In addition to following the Code of Conduct, chaplains must be above reproach, temperate, prudent, respectable, hospitable, able to teach, be free from addiction to alcohol or other drugs, and excessive debt.
- Manage their households, families and personal affairs well.
- Have a good reputation in the community.
- Successful completion of an appropriate level background investigation.
- Possession of a valid driver's license.
- The Chaplain Corps is open to all, no prior Chaplain experience required.

### EDUCATION/WORK EXPERIENCE:

- Leadership experience for a minimum of 1 (one) year.
- Letter of reference from someone who can vouch for their character.

### CERTIFICATIONS:

- Must complete Basic Chaplain Training within one year of joining the program.
- Must complete ICS 100, 200, and 700 within 3 months of Basic Training (if not already completed).
- Must complete any required cross training.

### ABILITY/BACKGROUND:

- Must be comfortable in the presence of death and/or corpses.
- Must be comfortable facing and overcoming difficult emotional challenges.
- Must be comfortable serving in the role.
- Must be comfortable operating during stressful situations.
- Must be willing to meet the scheduling and training requirements of the role.
- Must be comfortable around blood, first aid and/or medical emergencies.
- Must understand that deployments can happen at any time, with little or no prior notice.
- Must be comfortable operating outside usual comfort zones.
- Must be comfortable operating as part of a team and within the confines of a highly organized unit.

**PLEASE PROVIDE OR ATTACH A DETAILED EXPLANATION ABOUT WHY YOU ARE INTERESTED IN / THINK YOU WOULD BE A GOOD FIT FOR THE POSITION**

APPLICATION	
LAST NAME	FIRST NAME
DATE OF BIRTH	LEGAL GENDER
	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
CONTACT PHONE	CONTACT EMAIL
SIGNATURE	DATE
<b>BELOW FOR C.A.A. PERSONNEL APPLICANTS ONLY</b>	
CURRENT COMMAND OR BRANCH	CURRENT UNIT
CURRENT COMMANDING OFFICER	YOUR C.A.A. ID NUMBER
<b>BELOW FOR AUTHORIZING OFFICER ONLY</b>	
APPLICATION APPROVED	DATE
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Hold	
SIGNATURE	ID NUMBER

# ASSIGNMENT ORDERS

(FILLED OUT BY FILING OFFICER)

<input type="checkbox"/> New Assignment	<input type="checkbox"/> Transfer	<input type="checkbox"/> Re-Assignment	<input type="checkbox"/> Attachment	<input type="checkbox"/> Change Duty Status
<b>Name (Last, First)</b>		<b>Number</b>		
<b>PREVIOUS ASSIGNMENT</b>				<input type="checkbox"/> Check if none
<b>COMMAND</b>				
<b>UNIT</b>				
<b>NEW ASSIGNMENT</b>				<input type="checkbox"/> Check if same as above
<b>COMMAND</b>				
<b>UNIT</b>				<input type="checkbox"/> Check if same as above
<b>DATE END PREVIOUS</b>		<b>DATE START NEW</b>		
<input type="checkbox"/> Check if all below remaining unchanged				
<b>PREVIOUS SECURITY CLEARANCE</b>		<b>NEW SECURITY CLEARANCE</b>		
<b>PREVIOUS RANK</b>	<b>RSD#</b>	<b>NEW RANK</b>	<b>RSD#</b>	
<b>PREVIOUS DUTY STATUS</b>		<b>NEW DUTY STATUS</b>		
<b>COMMENTS</b>				
<b>AUTHORIZING OFFICER</b>			<b>DATE</b>	
<b>NUMBER</b>				